



**Milton Select Board**

**Meeting Packet**

**June 13, 2023**

The Milton Art Center is requesting permission to install a shade structure in the back of the building, right up against the walkway, close to the building.

The structure would be metal, 12x20, requires cement footings, we would hire a contractor to install. The structure needs a permit and we would start this process next spring, 2024, if permission were granted.

The rationale for a permanent structure is that we put up temporary tents each summer for art programming. Public safety reason is that it keeps the sun off children and teachers and parents prefer that their children be outside safely as much as possible. Aesthetically we are choosing a dark metal with no ornamentation because we want it to recede into the background and not call attention to itself. The white tents are temporary and we haven't had a neighbor complaint yet but they are not aesthetically attractive. A safety factor is that we have to closely monitor them in windy, storm conditions because they can be lifted off their stakes even though we weight them down with sand.

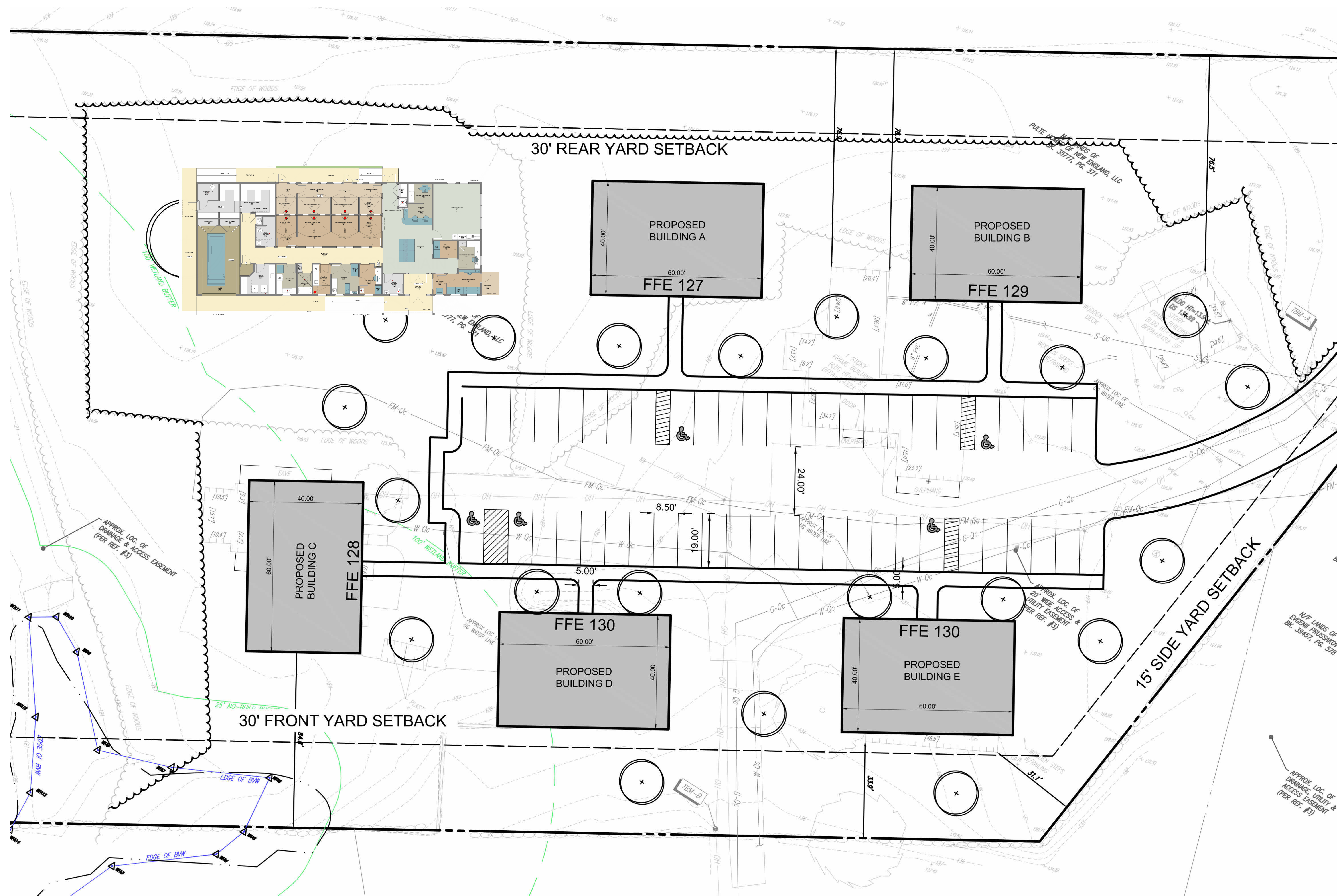
Location:



Proposed shade structure









<b>Part I</b>	ADMINISTRATION OF THE GOVERNMENT
<b>Title XX</b>	PUBLIC SAFETY AND GOOD ORDER
<b>Chapter 140</b>	LICENSES
<b>Section 6</b>	CONDITIONS PRECEDENT; PROPOSED PLANS; COST ESTIMATES; LICENSE AS VICTUALLER OR INNHOLDER

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Section 6. A common victualler's or innholder's license may be issued to an applicant therefor if at the time of his application he has upon his premises the necessary implements and facilities for cooking, preparing and serving food for strangers and travelers, and, in the case of an applicant for an innholder's license, also has the rooms, beds and bedding required by law. An applicant for a license as a common victualler or as an innholder, proposed to be exercised upon premises which have not been equipped with fixtures or supplied with necessary implements and facilities for cooking, preparing and serving food and upon which, in the case of an applicant for an innholder's license, there are not also provided suitable rooms, beds and bedding for the lodging of his guests, shall file with the licensing authorities a plan showing the location of counters, tables, ranges, toilets and in general the proposed set-up of the premises, which shall include, in the case of an applicant for an innholder's license, a plan of the proposed suitable rooms for the lodging of his guests and a list of the beds and bedding, which he proposes to have upon said premises if and when the license may issue, together with an itemized estimate of the cost of said proposed set-up and of such fixtures, and of the implements and facilities necessary for cooking, preparing and serving food and of such beds and bedding; and thereupon the licensing authorities may grant a common victualler's or an innholder's license, as the case may be, upon the condition that such license shall issue upon the completion of the premises according to the plans and estimate submitted, and the decision of the licensing authorities as to whether or not said premises are so completed shall be final. For the purposes of section twelve of chapter one hundred and thirty-eight, a person to whom a license has been granted under this section shall be deemed to be a common victualler duly licensed under this chapter to conduct a restaurant or an innholder duly licensed thereunder to conduct a hotel, at the case may be.





## TOWN OF MILTON COMMON VICTUALLER LICENSE APPLICATION

**NEW**

**RENEWAL**

NAME OF BUSINESS: El Barrio Mexican Grill

ADDRESS OF BUSINESS: 27 central st Milton MA 02186

BUSINESS OWNER/PARTNER/CORPORATE PRESIDENT:

Joandry J Vasquez  
NAME & RESIDENTIAL ADDRESS of Applicant: Joandry J. Vasquez [REDACTED] Milton MA 02186  
CONTACT INFORMATION:

Telephone Number:

[REDACTED]

E-Mail Address:

[REDACTED]

PREVIOUSLY HELD LICENSES (Name of Establishment[s]):

El Barrio Mexican Grill

ADDRESS(S) OF PREVIOUS ESTABLISHMENTS:

1782 Dorchester st Dorchester MA 02124

DATE(S) THAT LICENSE(S) WERE HELD:

*\*If a corporation, then a copy of the Articles of Corporation should be attached.*

PROPOSED MENU (NEW ONLY):

Mexican food

PROPOSED HOURS OF OPERATON (NEW ONLY):

DAY: ~~Mon~~ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: Mon - Sun FROM: 8AM TO: 10PM

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

**FLOOR SPACE (NEW ONLY):**

CURRENT: Actual SQ. FT.

PROPOSED: \_\_\_\_\_ SQ. FT.

**SEATING CAPACITY (NEW ONLY):**

CURRENT: \_\_\_\_\_

PROPOSED: \_\_\_\_\_

**NUMBER OF EMPLOYEES:**

CURRENT: \_\_\_\_\_

PROPOSED: \_\_\_\_\_

**PARKING AREA CAPACITY (NEW ONLY):**

CURRENT SPACES: \_\_\_\_\_

PROPOSED SPACES: \_\_\_\_\_

***Licensees who fail to correct non-filing or delinquency will be subject to license suspension or revocation.***

***This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A***

***<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleX/Chapter62c/Section49a>***

***I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns, paid all state taxes as required under law, as well as taxes, fees, assessments, betterments or other municipal fees owed to the Town of Milton.***



**SIGNATURE OF APPLICANT: OWNER/PARTNER CORPORATE OFFICER –Please include Tax Identification #**

**SIGNATURE OF APPLICANT: OWNER/PARTNER CORPORATE**

***Subject to the Conditions as imposed by the Select Board, the Town of Milton's Local Licensing Authority (LLA), this Common Victualler application has been approved this date \_\_\_\_\_.***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Select Board**





**TOWN OF MILTON COMMON VICTUALLER LICENSE APPLICATION-**  
**RENOVATION FORM (Only if applicable)**

Please describe in detail all renovations that will be made and then sign and date below as indicated.  
Please keep in mind that all renovations must comply with building and health code requirements.

There will be minor work inside this location  
the priority of the job done will be adding a  
Mop sink in the bathroom area. The kitchen area  
will be rearrange as noted in the sketch attached  
to this page

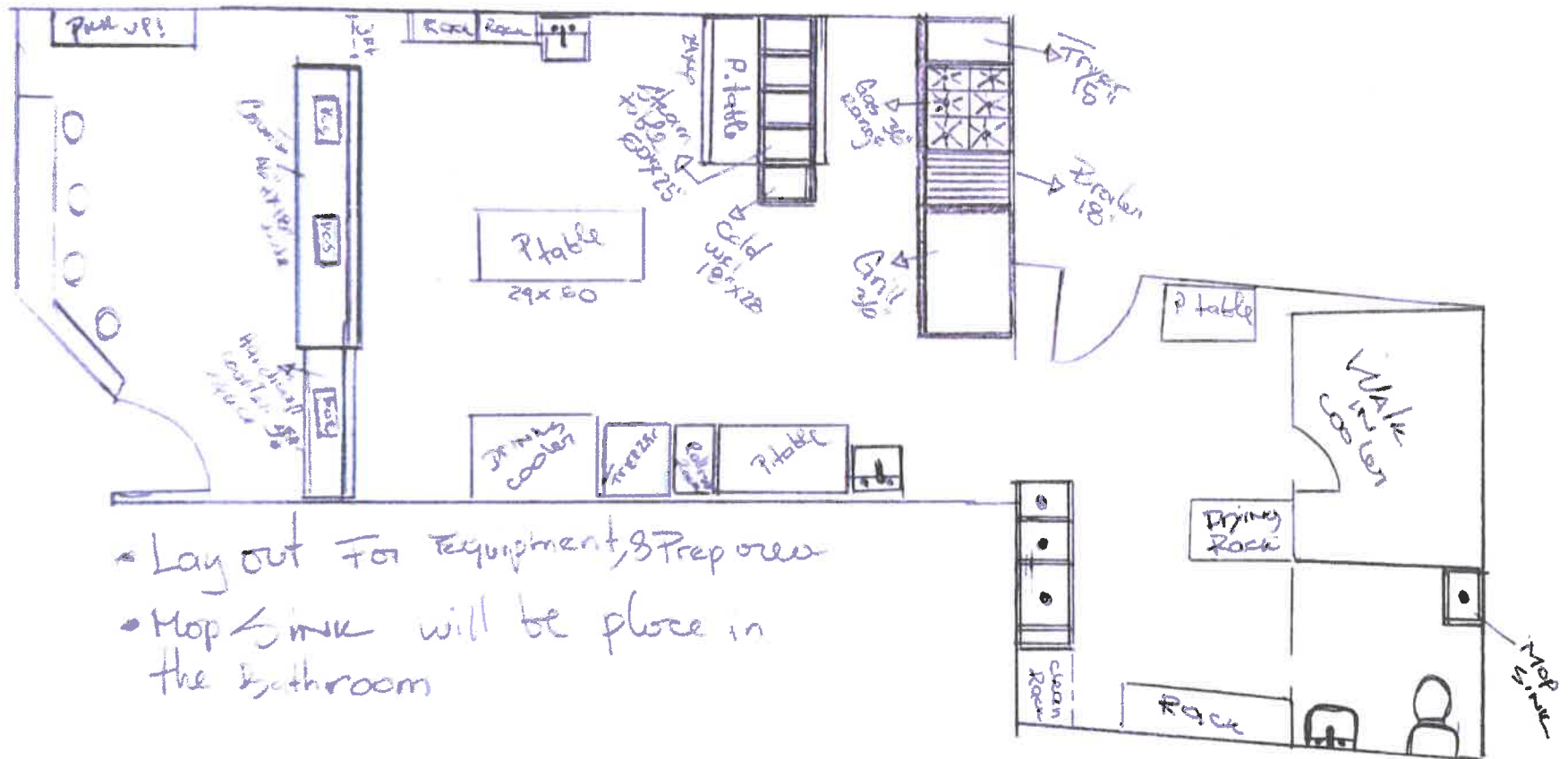
  
Signature

Date

Subject to the Conditions as imposed by the Select Board, the Town of Milton's Local Licensing Authority (LLA), the Common Victualler License has been approved this date \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Select Board

El Barrio  
27 central  
AV



- Lay out for equipment, & Prep area
- Mop Sink will be place in the Bathroom





## TOWN OF MILTON COMMON VICTUALLER LICENSE APPLICATION

**NEW**

**RENEWAL**

NAME OF BUSINESS: El Barrio Mexican grill

ADDRESS OF BUSINESS: 537 Adams St Milton MA 02186

BUSINESS OWNER/PARTNER/CORPORATE PRESIDENT:

Joandry J Vasquez

NAME & RESIDENTIAL ADDRESS of Applicant:

[REDACTED] Milton MA 02186

CONTACT INFORMATION:

Telephone Number:

[REDACTED]

E-Mail Address:

[REDACTED]

PREVIOUSLY HELD LICENSES (Name of Establishment[s]):

El Barrio Mexican grill

ADDRESS(S) OF PREVIOUS ESTABLISHMENTS:

1782 Dorchester St Dorchester MA 02118

DATE(S) THAT LICENSE(S) WERE HELD:

*\*If a corporation, then a copy of the Articles of Corporation should be attached.*

PROPOSED MENU (NEW ONLY):

PROPOSED HOURS OF OPERATION (NEW ONLY):

DAY: Mon - Sun FROM: 8 AM TO: 10 PM

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

DAY: \_\_\_\_\_ FROM: \_\_\_\_\_ TO: \_\_\_\_\_

**FLOOR SPACE (NEW ONLY):**

CURRENT: 783 SQ. FT.

PROPOSED: Same SQ. FT.

**SEATING CAPACITY (NEW ONLY):**

CURRENT: 8

PROPOSED: 8

**NUMBER OF EMPLOYEES:**

CURRENT: 7

PROPOSED: 7+

**PARKING AREA CAPACITY (NEW ONLY):**

CURRENT SPACES: \_\_\_\_\_

PROPOSED SPACES: \_\_\_\_\_

***Licensees who fail to correct non-filing or delinquency will be subject to license suspension or revocation.***

***This request is made under the authority of Massachusetts General Law, Chapter 62C, Section 49A***

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleIX/Chapter62c/Section49a>

***I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns, paid all state taxes as required under law, as well as taxes, fees, assessments, betterments or other municipal fees owed to the Town of Milton.***

  
SIGNATURE OF APPLICANT: OWNER/PARTNER CORPORATE OFFICER –Please include Tax Identification #

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***Subject to the Conditions as imposed by the Select Board, the Town of Milton's Local Licensing Authority (LLA), this Common Victualler application has been approved this date \_\_\_\_\_.***

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
**Select Board**





**TOWN OF MILTON COMMON VICTUALLER LICENSE APPLICATION-**  
**RENOVATION FORM (Only if applicable)**

Please describe in detail all renovations that will be made and then sign and date below as indicated.  
Please keep in mind that all renovations must comply with building and health code requirements.

Floor will be fix & ~~fix~~ walls will be tile up  
floor to ceiling in kitchen area, new hood  
exhaust system. layout will stay the same  
New counter & adding a mop sink in the  
bathroom

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

Subject to the Conditions as imposed by the Select Board, the Town of Milton's Local Licensing Authority (LLA), the Common Victualler License has been approved this date \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Select Board**

**537 ADAMS STREET, MILTON MA**  
**COMMERCIAL**

## INTERIOR SPACE ALTERATION

## PERMIT SETS



**Creative Home Plan LLC**

**DESIGN & BUILD**  
creativehomeplan@usa.com (617) 682-0691  
www.creativehomeplan.com

[illegible]







Creative Home Plan LLC  
DESIGN & BUILD

www.creativehomeplan.com 617-567-0815

Project:  
537 ADAMS STREET  
MILTON MA

#### General Notes:

GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR THE PROTECTION OF THE EXISTING BUILDING. ALL WORK SHALL BE IN ACCORDANCE WITH THE 2015 INTERNATIONAL BUILDING CODE (IBC) AND THE 2015 INTERNATIONAL PLUMBING AND MECHANICAL CODE (IMC).

ALL MATERIALS SHALL BE NEW UNLESS OTHERWISE NOTED. ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE 2015 INTERNATIONAL BUILDING CODE (IBC) AND THE 2015 INTERNATIONAL PLUMBING AND MECHANICAL CODE (IMC).

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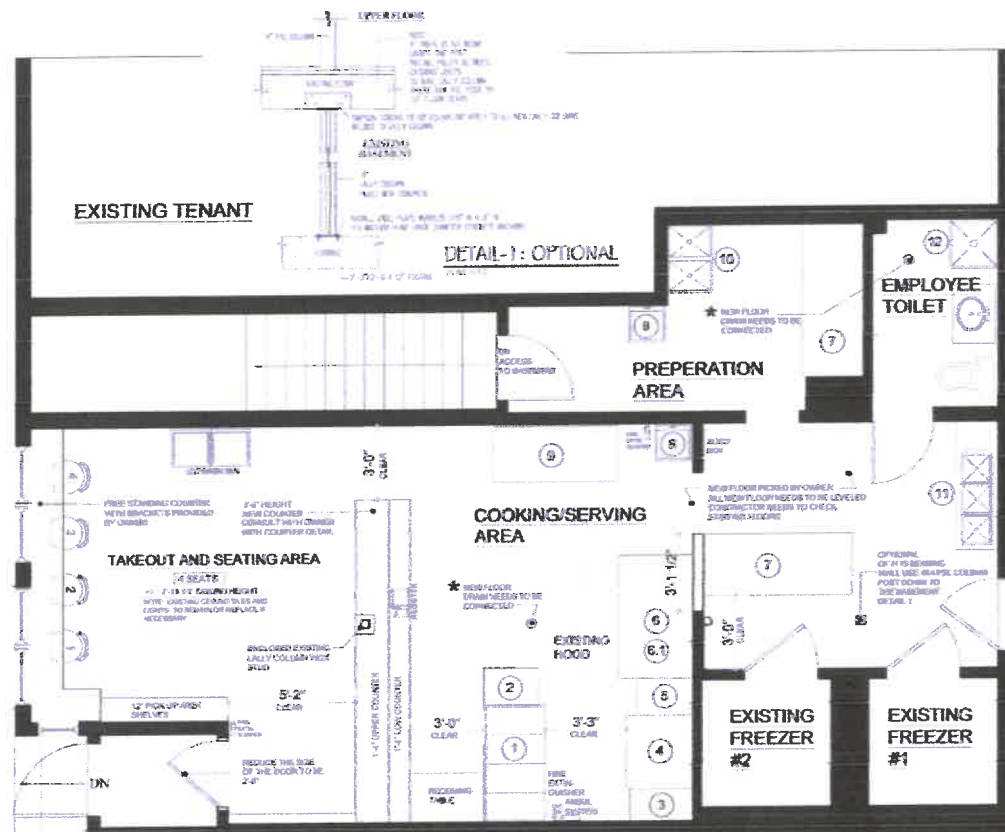
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1. 57"X36" STEAM TABLE
2. 10'X20" DRINK DISPENSER
3. 10'X20" FRYER
4. 30" GAS RANGE
5. 10'X20" CHOPBOARD
6. 24" GAS GRIDDLE
7. UNDER GRILL 30"X24" CHIEF CASE
8. 12'X16" HAND SINK
9. 10'X20" FRIDGE COOLER
10. 36"X24" PREP SINK
11. 10'X20" 30" SERIES FABRICATED SINK
12. 24"X24" MOP SINK



**\* NOTE:**  
ALL THE FLOOR DRAMALOGUE IS BETWEEN ONE QUARTER AND ONE EIGHT INCH PER ROOM FOOT OF FLOOR LENGTH

**\* ALL DIMENSIONS ARE APPROX.**

**NOTE:**  
REPAIRS/REPAIR AND PORTED ALL EXISTING WALL. IF NECESSARY

**EXISTING WALL, DO NOT REMOVE**

**NEW WALL**

**EXISTING/DEMO 1ST FLOOR PLAN**

**OCCUPANCY:** USE GROUP: A-2 ASSEMBLY RESTAURANT

**SEATING AREA:** 15 SQ. FT. / OCCUPANT (7141 SQ. FT. / 15 = 4 OCCUPANTS)

**NOTE:**  
COMPLY WITH INTERNATIONAL BUILDING CODE 2015 AND CURRENT HEALTH OF MASSACHUSETTS STATE BUILDING CODE, COMMERCIAL EXISTING BUILDING

1. NO CHANGES OF OCCUPANCY AND USAGE

2. BASEMENT TO USE FOR STORAGE ONLY

Drawing Title:  
PROPOSED 1ST FLOOR PLAN

Drawing Number

A-1



1 STEAM TABLE



2 DROP-IN WELLS



3 FRYER



4 RANGE



5 CHARBROILERS



6 GAS GRIDDLES



**Creative Home Plan LLC**  
CREATING YOUR DREAM

www.creativehomeplan.com 817.440.0700

**Project:**  
**537 ADAMS STREET**  
**MILTON MA**

#### General Notes:

GENERAL CONTRACTOR SHALL MAKE ALL NECESSARY ADJUSTMENTS AND SUPPLIES SHALL BE THE RESPONSIBILITY OF THESE NOTES.

ALL WORK SHALL BE PERFORMED BY COMPETENT WITH ALL APPLICABLE LOCAL, STATE AND NATIONAL BUILDING CODES, SAFETY, ELECTRICAL AND PLUMBING CODES.

GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE CLARIFICATION OF DRAWINGS, REVISIONS, AND THE COMPLETION OF THE WORK. ALL CHANGES SHALL BE IN WRITING.

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ANY DISCREPANCIES FOUND IN THE DRAWINGS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR THE CLARIFICATION OF DRAWINGS, REVISIONS, AND THE COMPLETION OF THE WORK. ALL CHANGES SHALL BE IN WRITING.

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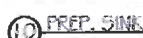
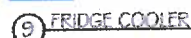
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[illegible]

**Worked Example 1** Find the area of the shaded region in the figure below.

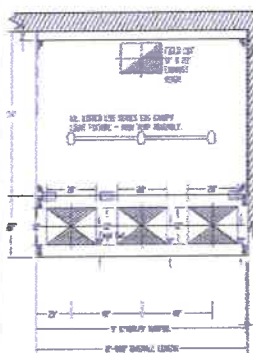
**Solution**

- Area of rectangle = length  $\times$  breadth =  $10 \times 10 = 100$  cm<sup>2</sup>
- Area of triangle =  $\frac{1}{2} \times \text{base} \times \text{height} = \frac{1}{2} \times 10 \times 10 = 50$  cm<sup>2</sup>
- Area of shaded region = Area of rectangle - Area of triangle =  $100 - 50 = 50$  cm<sup>2</sup>

Author	Year	Sample Size	Effect Size	Significance
Wang et al.	2010	100	0.15	0.001
Wang et al.	2011	100	0.15	0.001
Wang et al.	2012	100	0.15	0.001
Wang et al.	2013	100	0.15	0.001
Wang et al.	2014	100	0.15	0.001
Wang et al.	2015	100	0.15	0.001
Wang et al.	2016	100	0.15	0.001
Wang et al.	2017	100	0.15	0.001
Wang et al.	2018	100	0.15	0.001
Wang et al.	2019	100	0.15	0.001
Wang et al.	2020	100	0.15	0.001
Wang et al.	2021	100	0.15	0.001
Wang et al.	2022	100	0.15	0.001
Wang et al.	2023	100	0.15	0.001
Wang et al.	2024	100	0.15	0.001
Wang et al.	2025	100	0.15	0.001



⑫ MOP SINK



PLAN VIEW - NORTH

**FIGHT OF IMMUNITY**  
FIGHTING IMMUNITY IN  
200 AND COUNTING: ONE  
OF IMMUNITY'S ALLIANCE  
IN IMMUNITY'S ALLIANCE.

[illegible]

**AC-PDF** **PDF** **EDITOR** - **DE** **AVANÇADO** **TRABALHO** **DE** **PDF**  
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[illegible]

UNIT		FAIR USE		LITIGATION		UNIT CLOSURE		UNIT CLOSURE		UNIT CLOSURE		UNIT CLOSURE		UNIT CLOSURE	
UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT	UNIT
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

DATE		TIME	
1	7:00	10:00	11:00

FACILITY					EQUIPMENT						
ID	TAG	TYPE	COUNT	REMARKS	DATE	QUANTITY	UNIT	NO.	QTY	PRICE	
1		WATER	100	1"	1980	100	YD	100	100	100	
					1980	100	YD	100	100	100	
					1980	100	YD	100	100	100	



### EXISTING HOOD INFO

JAMES EARL RAY	
SECURITY INDEX, No. 47964	
DATE 4/1/1963	AGE 38 YEARS-5
DOB 1-5	ARRESTED 1960 - 3
AGE	CRIMINAL RECORD - 1-3



Creative Home Plan LLC  
DESIGN • BUILD

Project:  
537 ADAMS STREET  
MILTON MA

[illegible]

GAUSSIAN CRYSTALLOGRAPHIC DATA COLLECTION  
 DATE: 1998-12-15 TIME: 08:00 SOURCE: Mo K $\alpha$   
 FOCUSING: graphite monochromator WTA 4000  
 WAVELENGTH: 0.71073 Å SCANNING:  $\theta$  scan  
 SAMPLE: YBaCuO film, 0.1 mm thick, 0.5 mm wide  
 MOUNTING: YBaCuO film, 0.1 mm thick, 0.5 mm wide  
 MEASUREMENT: 1000 frames, 1000 scans, 1000  
 DATA REDUCTION: 1000 frames, 1000 scans, 1000  
 DATA REDUCTION: 1000 frames, 1000 scans, 1000

THE UNIVERSITY OF CHICAGO  
 LIBRARY  
 540 EAST 58TH STREET  
 CHICAGO, ILL. 60637  
 TEL: 773-936-5000  
 FAX: 773-936-5000  
 WWW.CHICAGO.EDU

[illegible]

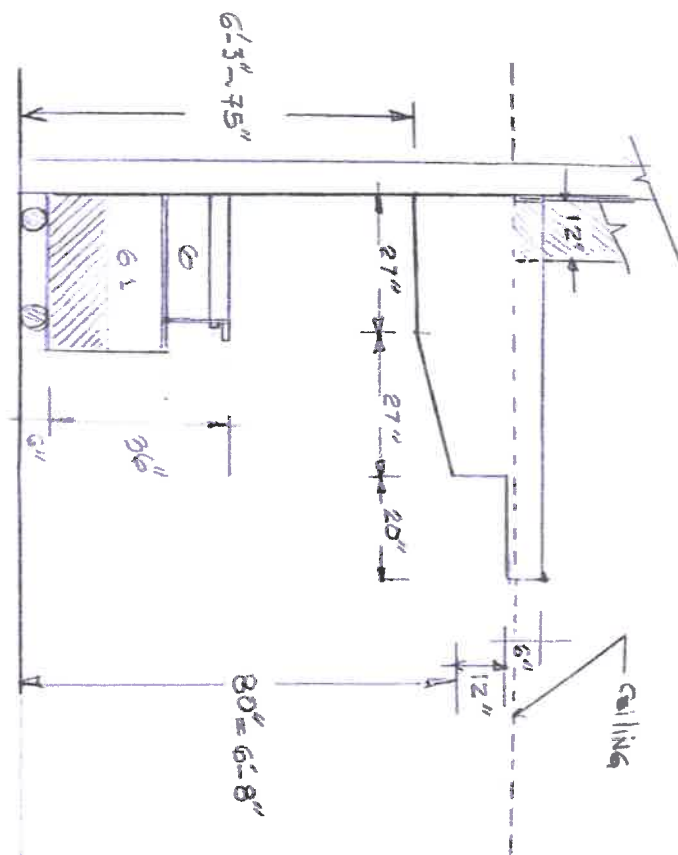
**Drawing Title:**

### APPLIANCES DETAIL

[illegible]

Drawing Number

A-4





## **DRAFT**

### **Select Board Meeting Minutes**

**Meeting Date:** 6/3/2023

**Members in Attendance:** Michael Zullas, Chair; Erin G. Bradley, Vice Chair; Roxanne Musto, Secretary; Richard G. Wells, Jr.; Benjamin Zoll; and Nicholas Milano, Town Administrator

**Members Absent:**

**Meeting Location:** In-Person, Paul Kelly Community Room. Council on Aging, 10 Walnut Street

**Time Meeting called to Order:** 8:37AM

**Time Meeting Adjourned:** 10:36AM

#### **1. Call to Order**

Chair Zullas called the meeting of the Select Board to order at 8:37AM.

#### **2. Discussion/Approval - One Day Liquor License - Michelle De Lima - June 3, 2023, Kina Zoré Concert at Governor Hutchinson's Field - Family Picnic and Concert**

Chair Zullas moved to approve the One-Day liquor license for Michelle De Lima on Saturday, June 3, 2023 from 5PM-7PM for the Kina Zoré Concert at Governor Hutchinson's Field - Family Picnic and Concert. The motion was seconded by Mr. Wells.

After discussion, the Board voted unanimously in favor.

#### **3. Discussion - Select Board Goals and Objectives**

The Board and Mr. Milano discussed the Board's 2022-2023 Goals and Objectives and discussed developing 2023-2024 Goals and Objectives for the Board.

The Board developed a draft of 2023-2024 Goals and Objectives.

#### **4. Discussion – Town Administrator Goals and Objectives**

The Board and Mr. Milano discussed developing 2023-2024 Goals and Objectives for the Town Administrator.

The Board developed a draft of 2023-2024 Goals and Objectives for the Town Administrator.

#### **5. Adjourn**

At 10:36AM, Mr. Wells moved to adjourn. The motion was seconded by Ms. Musto. The Board voted unanimously in favor.

Respectfully submitted by Michael F. Zullas, Chair of the Select Board.

Documents:

Application for One-Day liquor license for Michelle De Lima on Saturday, June 3, 2023 from 5PM-7PM for the Kina Zoré Concert at Governor Hutchinson's Field - Family Picnic and Concert

Milton Select Board 2019-2020 Goals and Objectives

Milton Select Board 2022-2023 Goals and Objectives

DRAFT

**Milton Select Board  
2023-2024 Goals and Objectives**

**Financial Stability/Revenue** – The board will work to establish sustainable levels of operating expenses and revenue, and will focus on the following:

- FY24 budget Monitoring and Adjustments
- FY25 Budget -
- 5-year Forecast/Budget Plan
- Revamp Enterprise Fund Rates
- Implementation of Economic Development Grant by 6/30/24
- Update Financial Policies

**Responsible Member: Bradley**

**Infrastructure** – The board will work to modernize infrastructure to promote improved health, safety, finances, services, and recreation, and will focus on the following:

- Fire Stations
- Animal Shelter
- Municipal Broadband
- Traffic Mitigation
  - o Traffic Modeling
  - o Traffic Consultant
  - o East Milton Working Group

**Responsible Member: Wells**

**Quality of Life/Sustainability** – The board will work to improve the health, safety, and quality of life for all residents, and will focus on the following:

- Airplane Traffic
- Youth Issues
- Equity
  - o Diversity in Boards and Committees
- Sustainability
  - o Assess Solar Panel Providers
  - o Climate Action Planning

**Responsible Member: Zoll**

**Town Services and Human Resources** – The board is dedicated to providing services that meet residents' present and future needs in a responsible and sustainable manner, and will focus on the following:

- Explore Opportunities for Consolidation
- Explore Fire Cadet Program
- Dashboard of Town Metrics
  - o Measurable Goals and Objectives
- Communication with Public

**Responsible Member: Musto**

**Milton Select Board  
2023-2024 Goals and Objectives**

**Housing and Community Development** – The board will respond to community needs for housing and community development, and will focus on the following:

- Housing Production Plan
- Town Farm
- 40Bs –
  - Achieving and Maintaining Safe Harbor
  - 16 Amor Road
  - 936 Brush Hill Road
- Town Center Planning
- Open Space and Recreation Plan
- MBTA Communities Act Planning

**Responsible Member: Zullas**



**Town Administrator  
2023-2024 Goals and Objectives**

- Create Additional Learning Opportunities for Staff
- Continue to Develop a High-Performing Staff
- Propose Long-Range Financial Plans
- Explore Economic Development Plans
- Examine Potential Cost Savings
- Pursue Grants
- Enhance External Communications with Residents
- Facilitate and Monitor Posting of Minutes and Committee Membership Opportunities on Town Website

*Note: This application enables the CPC to review the request to ensure eligibility and Offer guidance. If eligible, an Application for Funding will be requested by the Committee.*

Date: 5/31/2023



# Town of Milton

## Application for Community Preservation Eligibility

Project Title: Bench/Pergola at Manning Park

Name of Contact: Nicholas Milano, Town Administrator

Name of Organization: Town of Milton

Address: 525 Canton Ave

Telephone: 617-898-4845

Email: nmilano@townofmilton.org

CPA Category (check all that apply): Community Housing ☐ Recreation ☒  
Historic Preservation ☐ Open Space ☐

CPA Funding Requested: \$ \_\_\_\_\_ Total Project Cost: \$ 750,000

**Project Description:** *Please provide a brief description below on how your project accomplishes the goals of the CPA and include an estimated budget. Please include any preliminary supporting materials as attachments.*

The Town has prepared design documents for the purchase and installation of a pergola and bench on the Manning Park on the deck in East Milton, however, has been unable to move the project forward due to funding. Some funding has been secured by Rep. Driscoll through a state budget earmark, but additional funds are needed. This project accomplishes the goal of the CPA by improving the Town's recreational assets, in this case adding a deck and pergola to the renovated Manning Park, and bringing a completion to the many years of work in East Milton.

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**Note:** This application enables the CPC to review the request to ensure eligibility and Offer guidance. If eligible, an Application for Funding will be requested by the Committee.

Date: 5/31/2023



# Town of Milton

## Application for Community Preservation Eligibility

Project Title: Basketball Court Improvements

Name of Contact: Nicholas Milano, Town Administrator

Name of Organization: Town of Milton

Address: 525 Canton Ave

Telephone: 617-898-4845

Email: nmilano@townofmilton.org

CPA Category (check all that apply): Community Housing ☐ Recreation ☒  
Historic Preservation ☐ Open Space ☐

CPA Funding Requested: \$ 75,000 Total Project Cost: \$ 75,000

**Project Description:** *Please provide a brief description below on how your project accomplishes the goals of the CPA and include an estimated budget. Please include any preliminary supporting materials as attachments.*

The goal of this project is to refurbish the basketball court located across from the Council on Aging, adjacent to Clapp and Walnut Streets, Town Hall, and the fire headquarters building. The court, basketball hoops, and blackboard have not been updated in many years. The project would include reconstruction of the court, replacement of the hoops, and installation of new benches, as well as landscaping improvements. This meets the goals of CPA by improving the Town's recreational assets, in particular outdoor basketball courts.

## **Climate Action Planning Committee**

### **Charge or Statement of Purpose:**

The charge to the Milton Climate Action Planning Committee (“**CAPC**”) is as follows:

- 1) to review and evaluate Town bylaws, regulations, and policies and make recommendations for strategies for, including but not limited to, greenhouse gas emission reduction, mitigating climate risks, energy efficiency, and renewable energy as they affect the Town of Milton;
- 2) to solicit public input from experts, stakeholders, and residents;
- 3) to prepare a Climate Action Plan for consideration by Town Meeting that addresses the strategies and best practices for reducing community-wide greenhouse gas emissions from 1990 baseline levels in alignment with the targets set by Massachusetts law, which are currently by at least 50% by the year 2030 (M.G.L. Chapter 21N, Section 4(h)), by 75% by the year 2040 (M.G.L. Chapter 21N, Section 4(h)), and to net zero carbon emissions by the year 2050 (M.G.L. Chapter 21N, Section 3(b)(vi)); and
- 4) to measure the implementation and progress of the strategies set forth in a Climate Action Plan.

The Climate Action Plan should include:

- 1) Definition of the climate action goals for each decade through 2050, with a focus on the next decade;
- 2) Strategic options and incentives that seek to overcome barriers to implementation of climate action goals;
- 3) Recommendations for any solutions and innovations, structural changes, resource, or staffing recommendations that would assist in implementation;
- 4) Actions to promote environmental justice and to protect environmental justice populations and other disadvantaged groups and households from disproportionate effects of climate change;
- 5) Recommendations for implementing the plan across Milton ;
- 6) Recommendations for stakeholders who should be involved in implementing the plan; and



- 7) Measures that assist in tracking and reporting the Town's progress towards fulfilling climate action goals.

The CAPC shall consult with residents, businesses, organizations, and representatives from Town of Milton departments such as, but not limited to, the Town Administrator, the Consolidated Facilities Department, the School Department, the Health Department, and the Planning Department. Also, the CAPC shall engage with other Milton committees and commissions having a related purpose.

The CAPC shall report to the Select Board at least semi-annually. The report will contain the following information:

- 1) the annual updated community-wide greenhouse gas emissions inventory showing progress towards the above-mentioned greenhouse gas emissions reduction goals (subject to data availability);
- 2) implementation steps accomplished within the past year;
- 3) anticipated steps to be accomplished within the next two years;
- 4) resources, including funding, necessary to meet its charge.

### **Membership:**

The CAPC shall have up to nine (9) members, and shall be appointed by the Select Board as follows:

- 1) one member of the Select Board or its designee;
- 2) one member of the School Committee or its designee;
- 3) one member of the Planning Board or its designee;
- 4) one member of the Conservation Commission or its designee;
- 5) one member of Sustainable Milton or its designee, as selected by Sustainable Milton;
- 6) one member of the Milton Chamber of Commerce or its designee, as selected by the Chamber;
- 7) one member selected by the Town Administrator; and

- 8) two residents who shall have expertise in planning, energy infrastructure, sustainable architecture, carbon emission reduction, mitigating climate risks, energy efficiency, energy conservation, climate/social justice advocacy, community organizing, or other relevant fields, as selected by the Select Board.

**Term:**

Members shall be appointed for a term of 1 year, concurrent with the Town's fiscal year (July 1 to June 30). The CAPC shall determine a chair and a recording secretary annually. Members shall be eligible for reappointment.

Approved by the Select Board: January 18, 2023

Climate Action Planning Committee		
Member	Term	Appointment Category
Vacant	TBD	One Member of the Select Board, or its designee
Lisa Troy	TBD	One Member of the School Committee or its designee
Maggie Oldfield	TBD	One Member of the Planning Board or its designee
Arthur Doyle	TBD	One Member of the Conservation Commission or its designee
Dr. Alexander Hasha	June 30, 2024	One Member of Sustainable Milton or its designee, as chosen by Sustainable Milton
Vacant	TBD	One Member Selected by the Town Administrator
Dr. John Godleski	June 30, 2024	Resident, appointed by the Select Board
Tracy Dyke-Redmond	June 30, 2024	Resident, appointed by the Select Board
Vacant	TBD	One Member of the Milton Chamber of Commerce or its designee, as chosen by the Milton Chamber of Commerce



Office of the Select Board  
525 Canton Avenue  
Milton, MA 02186  
(617)898-4843

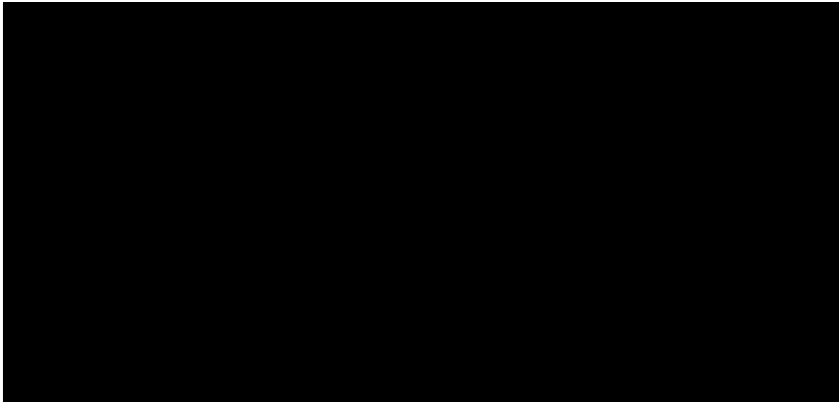
### Boards & Committees Volunteer Application

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Name

Lisa Troy

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

My entire education and professional experience have been devoted to environmental issues. In college and graduate school, I studied both environmental science and policy. I love the space between science and policy. This passion was evident in my roles as an environmental consultant and educator. I now use this skill in supporting my company and our clients as we create incentives for renewable energy through Renewable Energy Credits (RECs). I am well-read about the effects of a changing climate and the resiliency measures needed to prepare. I also believe that environmental justice is a huge part of the analysis. I would bring my passion, my understanding of policy, my systems thinking approach, and my analytical skills to the committee. Please see my resume for more information.

What would you hope to take away from your experience on the board/committee?

See attached, formatting is off.

Have you served on a Town committee before? If so, which one(s)?

No

**Potential Conflicts of Interest**

Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.

Neposet Watershed Association, Sustainable Milton

Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?

No

How did you hear about this committee or the volunteer/talent bank?

A friend sent me an email.

What better or other ways could we use to reach people with similar information?

Milton Facebook groups, Milton Times

***\*You may also submit this form by mail: Select Board Office: Attn: Lynne DeNapoli, 525 Canton Avenue, Milton, MA 02186***



# Lisa Richards Troy

**SUMMARY:** Experienced professional with a commitment to sustainability, renewable energy, and a proven track record of innovation and leadership.

## EDUCATION

**The University of Montana**, Missoula, MT— MS, Resource Conservation, GPA 4.0  
**Dickinson College**, Carlisle, PA— BA, Policy and Management Studies, Environmental Certificate  
**Northeastern/UMass Boston**, Boston, MA, Graduate-level MEd course work

## SKILLS SUMMARY

### Environmental/Sustainability/Business

- Promoted to Senior Associate after eight months.
- Expertise in the MA and the PJM GATS SREC programs. Expertise in RCRA, Superfund, EPCRA, UST environmental regulations.
- Increased efficiency in reporting solar production to registries while aggregate grew over 25%.
- Analyze solar kWh auto-reporting success rate bi-weekly. Created steps to build the analysis.
- Provided environmental regulatory phone support for communities, states, citizens, and EPA.
- Train new staff in SREC reporting protocols, environmental regulations, and policy.
- Lead sustainability initiative encompassing research and implementation of sustainability practices and curriculum. Communicated solar panel options and sustainability goals to stakeholders.
- Created and lead Climate Change Sustainability STEAM project.

### Interpersonal/Communication

- Effectively communicate verbally and in writing as evidenced by presentations to stakeholders, reports, and publication. Support and communicate with clients daily.
- Trusted to mentor and train new employees.
- Created training and workflow documents for new and existing staff.
- Work as a team to achieve project goals as seen in the months-long STEAM project.
- Built partnerships with organizations such as WHOI, WPI, Concord Consortium, Schneider Electric.
- Excellent phone skills. Helped yield the highest reporting success rate of any other team on a recent call campaign.

### Organization and Planning

- Coordinated events for up to 300 attendees.
- Coordinated single-day and multi-day student travel including logistics, medical needs, and curriculum.
- Secured donated event venues such as Gillette Stadium and Microsoft NERD Center.
- Implement survey design practices to support the administration.
- Excellent research skills including training others in research methods.
- Manage multiple projects in a fast-paced environment.

### Technology

- Business stakeholder in the Reporting Operations development team. Advocated for changes to improve the customer experience for over 40K clients.
- Proficient with G-Suite, MS Word, Excel, Zoom, and learning platforms.

## WORK HISTORY

<b>Senior Associate, Reporting Operations</b>	SRECTrade/Xpansiv	Remote, MA	2021-Present
<b>Science Teacher</b>	The Meadowbrook School of Weston	Weston, MA	2020-2021
<b>Sustainability Coordinator</b>	The Sage School	Foxboro, MA	2011- 2020
<b>Dorm Head</b>	The Woodward School for Girls	Quincy, MA	2007- 2011
	The Indian Mountain School	Lakeville, CT	2003 - 2007
<b>Environmental Consultant</b>	Booz-Allen & Hamilton	Arlington, VA	1992 - 1994
<b>Graduate School TA, RA, Intern</b>	UMT & MT Fish, Wildlife, and Parks	Missoula, MT	1996 - 1998

**PUBLICATION**

Science Scope, "Engineering Partnerships: How collaborating with a scientist created an authentic engineering problem." NSTA. April 2018, Vol. 41. No. 8.

**AWARDS**

Teacher Appreciation Luncheon, Massachusetts Math and Science Academy, 2019  
Green Difference Makers Honorable Mention 2017  
Clean Up New England Honorable Mention 2017  
Keep America Beautiful Recycle-Bowl Third Place, MA 2017

**VOLUNTEER WORK**

Neponset Watershed Association - Water Quality Sampling, 2015-Present  
Trustees of the Reservation - Gardener, Bradley Estate, 2016  
March for Science Boston, Volunteer Table Coordinator, 2017  
Member of Sustainable Milton, Squam Lakes Association, Squam Lake Science Center



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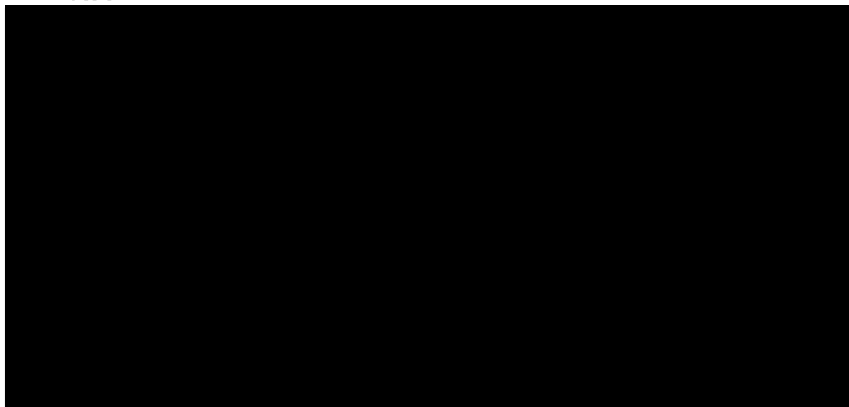
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Name

Ron Israel

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I am the Director of Climate Scorecard, a non-profit organization that monitors policies and programs that affect emissions in leading greenhouse gas emitting countries around the world, including the United States. I can bring a knowledge base of what works and does not work in relation to climate change at a national and local level. To learn more about our work please visit [www.climatescorecard.org](http://www.climatescorecard.org)

**What would you hope to take away from your experience on the board/committee?**

I would hope to gain more experience in how best to address climate change at a local level.

**Have you served on a Town committee before? If so, which one(s)?**

No, I have not served on a Town committee before.

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

I manage 2 non-profit organizations but I don't see this as a conflict of interest.

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

An article in the Milton Times

**What better or other ways could we use to reach people with similar information?**

Social media

Email  
Address:

# Ron Israel

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Leadership, teaching and learning in the fields of global citizenship, climate change, and international development

## Work Experience

- The Global Citizens' Initiative: Founder and Executive Director (2010-present): Started a non profit organization that provides global citizenship education, training and advocacy support to members in over seventy-five countries. Started and managed a sub-project focused on climate change called Climate Scorecard.
- Education Development Center, Inc. (EDC): Vice President and Director of International Programs (1989-2010): developed and managed \$500,000,000 in large-scale international development projects in countries around the world
- New Bedford Global Learning Charter School: Co-Founder and Management Team Member (1995-1998): Started a charter school to help students gain the knowledge and skills needed to become global citizens and succeed in a world economy
- International Development Consultant (1985-present): provide technical and organizational advice to international development institutions such as The World Bank, UNESCO, UNICEF, and USAID

## Academic Experience

- Lead Instructor for a Global Citizenship Leadership Training Course (2012)
- Taught Seminars on global citizenship at Harvard University, New York University, and Monterrey Institute of International Studies
- Taught course on social marketing at Harvard University School of Public Health

## Publications

- **Global Citizenship: A Path to Building Identity and Community in a Globalized World**, Amazon.com. 2012
- **A Social Marketing Guidebook**, UNESCO, 1989

Lisa Troy  
Application for Climate Action Committee

What experience, skills, insight, education, or special training would you bring to the board/committee?

My entire education and professional experience have been devoted to environmental issues. In college and graduate school, I studied both environmental science and policy. I love the space between science and policy. This passion was evident in my roles as an environmental consultant and educator. I now use this skill in supporting my company and our clients as we create incentives for renewable energy through Renewable Energy Credits (RECs). I am well-read about the effects of a changing climate and the resiliency measures needed to prepare. I also believe that environmental justice is a huge part of the analysis. I would bring my passion, my understanding of policy, my systems thinking approach, and my analytical skills to the committee. Please see my resume for more information.

What would you hope to take away from your experience on the board/committee?

Milton is such an interesting town in regard to Climate Action. We are adjacent to the urban centers of Boston and Quincy. We have the Red Line, bus routes, and are bisected by an interstate highway. We have rivers, ponds, and a saltwater estuary where bald eagles and seals can be seen. We have large tracts of forest and densely settled neighborhoods. We have a Superfund site. By serving on the Climate Action Committee, I want to serve my town and protect the resources we love in Milton. I hope the committee can be seen as a leader in planning for climate resiliency.





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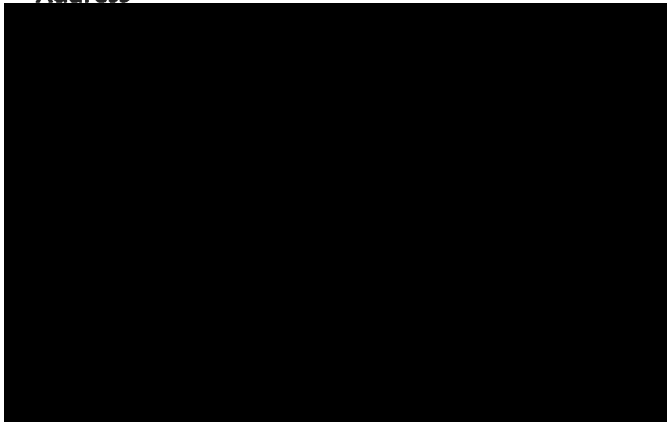
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Name

Rich Boehler

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I work for a company called Energy Solutions (<https://energy-solution.com/>) which was founded more than 25 years ago focused on delivering environmental impacts through on practical solutions that have the most impact possible to the environment. Energy Solutions designs and implements energy efficiency programs across the country and internationally. We also drive impacts through our work in code changes.

I have spent 6 years on the Warrant Committee and the last 5 years on the Planning Board. My seat is up this April and I am not seeking re-election.

I have an MBA and an MS in Engineering Management. My experience has been in the lighting industry the past 20 years, and the past 6 years spent in the clean heating and decard industrty working with utilities around the country and in Canada.

**What would you hope to take away from your experience on the board/committee?**

The work I do in this space in national and I am interested in helping where I can in Milton.

**Have you served on a Town committee before? If so, which one(s)?**

6 years Warrant Committee and 5 years Planning Board

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

None as of April 25th 2023

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

no

**How did you hear about this committee or the volunteer/talent bank?**

Through the Planning Department

**What better or other ways could we use to reach people with similar information?**

social media, newspaper and local agancies.



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Name

Kimberly Johnson

Address

Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I have a certificate in environmental policy from UMass Boston. Although I don't work in the environmental field, I am very concerned about climate change and making sure the environment is viable for future generations of all living things. My main areas of interest are habitat restoration via native plant gardening, energy conservation, flood prevention, and sustainable development. I also volunteer to do water testing with the Neponset River Watershed Association.

**What would you hope to take away from your experience on the board/committee?**

I hope to feel like I'm contributing positively to future generations. I also look forward to working with other people.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

I'm a member of some local environmental organizations - Friends of the Blue Hills, Neponset River Watershed Association, Mass Audubon

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

I read about it in the Milton Times and I received the volunteer email from the town

**What better or other ways could we use to reach people with similar information?**

Facebook, Instagram



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Milton, MA 02186  
(617)898-4846

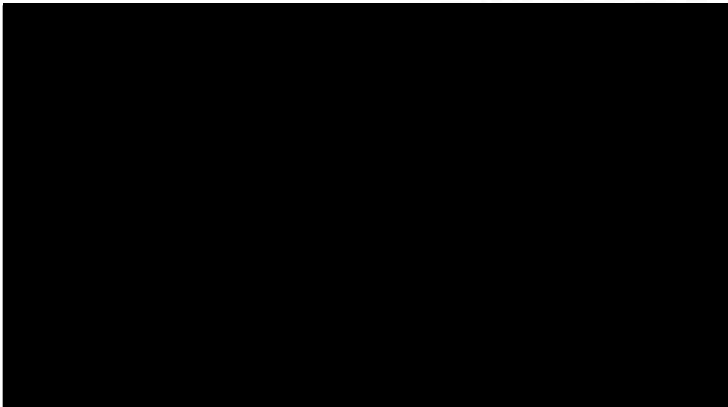
### Boards & Committees Volunteer Application

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Name

Joseph Modugno

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

**What would you hope to take away from your experience on the board/committee?**

To help shape a workable climate action plan for the town of Milton, one that makes productive and cooperative linkages with other town sustainability and open space and environmental committees and neighborhood groups.

**Have you served on a Town committee before? If so, which one(s)?**

No.

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

None.

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No.

**How did you hear about this committee or the volunteer/talent bank?**

The town website

**What better or other ways could we use to reach people with similar information?**

Reach out to other town committees with a sustainability/environmental focus. Also, social justice and environmental justice certainly overlap. Milton has many dedicated citizen volunteers working on social justice issues.





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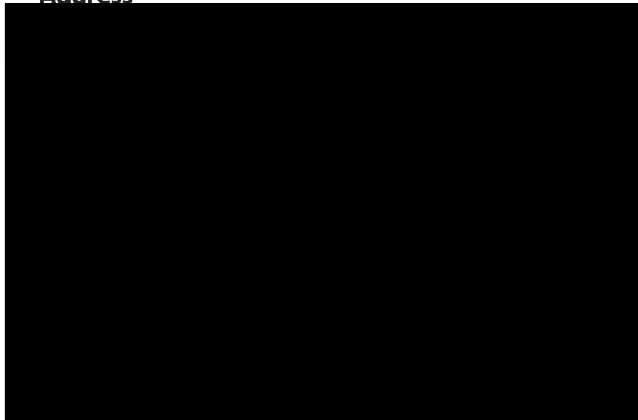
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Name

Matt Panucci

Address



Three empty rectangular boxes for address details.

Please list the board or committee which you are requesting appointment to:

Climate Action Planning

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I've been President of the Friends of the Blue Hills for 2 years and on the Board for 4 years. Since I've been associated w/ the Friends, climate action planning / resilience ranks very high among members list of concerns; as an organization we have responded by creating our own climate action plan and offering members more climate action "content" (speakers, webinars, etc.). Most important however is to educate stakeholders that an important strategy for building climate resilience is to protect open spaces given the "ecosystem services" these spaces provide including, cleaning our air, storing carbon, natural flood control, etc.

**What would you hope to take away from your experience on the board/committee?**

Build broader awareness in Milton of the role open spaces play in climate planning / resiliency.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

Friends of the Blue Hills.

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

Milton Scene email list

**What better or other ways could we use to reach people with similar information?**

N/A



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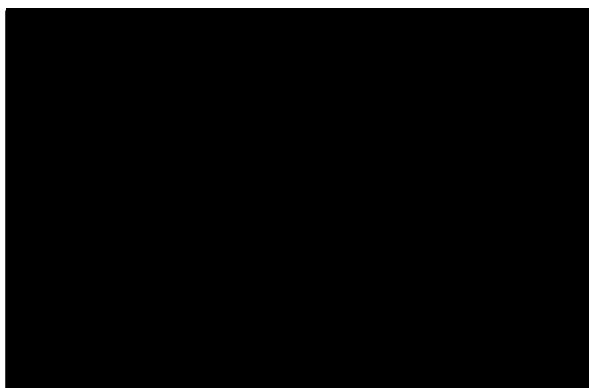
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Name

Stephen Popkin

Address



Please list the board or committee which you are requesting appointment to:

Climate Action Planning OR Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

As the head of research and technology at an organization that is working on a number of climate change-related initiatives, from infrastructure design to new technology deployments I feel I can contribute to this group. My PhD is in Industrial/Organizational psychology, with a research focused on shiftwork and working time. This might be useful if the Youth Task Force wants to address adolescent sleep and school start times, which plays a documented role in academic achievement and susceptibility to poor decision making and habits.

What would you hope to take away from your experience on the board/committee?

A better understanding of the community and a chance to give back.

Have you served on a Town committee before? If so, which one(s)?

No

**Potential Conflicts of Interest**

Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.

I am on the Kendall Square Association Board representing the organization for which I work, and Boston Children's Hospital Board of Trustees Patient Care Assessment Committee.

Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?

NO

How did you hear about this committee or the volunteer/talent bank?

Email from town

What better or other ways could we use to reach people with similar information?

More Milton Times coverage of these boards and what they do.



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Name

Fred Taylor

Address

Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I am a member of the Milton Shade Tree Advisory Committee (STAC) and I am volunteering for the Climate Action Planning Committee because I believe a liaison between the two committees would be helpful in planning for future climate change. The town tree canopy provides important climate protection such as cooling shade for pedestrians, cars, lawns, and houses, as well as helping control water runoff during intense storms. In addition to trying to restore and maintain trees in town, STAC has been identifying native trees that will be more resilient to heat and drought so that the trees we plant now will have a chance to survive for many decades in the future. We have also been working to find better ways to water new street trees that will otherwise die in the increasingly intense summer droughts. Further ideas concerning the environment in town generated by the Climate Committee would be important to convey back to STAC.

I have lived in Milton for 31 years and am retired from the biotech industry. In addition to seven years on STAC, I am a long-time volunteer at the Neponset Watershed Association, participating in the water sampling program and the river cleanups in the Milton area. I am also a former board member of Sustainable Milton and a former volunteer with the Friends of the Blue Hills. At this point I think I am fairly familiar with the natural landscape of Milton and hope this will be of service to the committee.

I have discussed this application with the Chair of STAC, Laura Beebe, and full discussion with STAC will take place at our next meeting March 30.

### What would you hope to take away from your experience on the board/committee?

I hope that the committee will have identified the challenges Milton will face due to climate change and how best to prepare for them.

### Have you served on a Town committee before? If so, which one(s)?

Current: Shade Tree Advisory Committee

### Potential Conflicts of Interest

Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.

Shade Tree Advisory Committee

Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?

No

How did you hear about this committee or the volunteer/talent bank?

Email from the Town of Milton

What better or other ways could we use to reach people with similar information?





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Name

Mary Stefanidakis

Address

Milton MA 02186

Email

Phone

Please list the board or committee which you are requesting appointment to:

Climate Action Planning Committee

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

Dynamic energy leader with over 20 years of energy experience in wholesale and retail gas and power positions. Proven record of success strengthening client relationships, providing essential sales support, and driving revenue goals. I am focused on commercializing clean energy solutions and strategies with customers in the energy transition- electrification, demand and building management, renewables, and sustainability solutions. I am the President of the Women's Energy Network's Boston Chapter whose mission is to develop programs that provide networking opportunities and foster career and leadership development for women who work in energy, sustainability, and climate change.

**What would you hope to take away from your experience on the board/committee?**

I hope to understand how the town of Milton intends to take action on decarbonization pathways that included a wide variety of scenarios- energy efficiency, renewable procurement, electrification and other ways to reduce cost and consumption for our town.

**Have you served on a Town committee before? If so, which one(s)?**

N/A

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

N/Q

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

Milton Scene email

**What better or other ways could we use to reach people with similar information?**

Town Facebook Page, post card mailer

## Sustainable Solutions | Strategic Initiatives | Customer Experience

Commercializing clean energy solutions and strategies with customers in the energy transition- electrification, demand and building management, renewables, and sustainability solutions. Dynamic energy leader with over 20 years of energy experience in wholesale and retail gas and power positions. Proven record of success strengthening client relationships, providing essential sales support, and driving revenue goals. I am the President of the Women's Energy Network's Boston Chapter whose mission is to develop programs that provide networking opportunities and foster career and leadership development for women who work in energy, sustainability, and climate change.

### Constellation | Boston, MA | 2006 – Present

#### Partnership, Commercialization & Development (2020 – Present)

- Commercialize clean energy solutions and strategies (Pear ai, electrification, demand management, sustainability, and renewable solutions) with commercial and industrial customers to optimize their ESG's goals and objectives with TGM goal of \$10 million.
- Lead companywide GHG Customer Engagement Impact Initiative to assist customers with understanding their baseline, establishing targets, mitigation opportunities and reporting needs to support goals and objectives.
- Lead for evaluation, selection and development of new partnership and investment opportunities to align with corporate growth strategies and initiatives for future commercialization with customers.

#### Sr. Manager, National Accounts (2015 – 2020)

- Lead high performing National Pod teams as well as manage a supervisor with a team of account managers and business development specialists who support the National customer portfolio valued at \$110 million.
- Adept at strategic and complex customer discussions and execution to support innovative solutions in power, efficiency, and renewable goals.
- Adept at navigating across operational peers and teams to ensure coordination of execution, issue resolution and collaboration on efficiencies in processes to enhance our customer experience.
- Led Sustainability and Renewables training to National Sales Team which resulted in a National Customer event for lead generation, education and training that resulted in a targeted customer pipeline for off-site renewables offerings in 2018.
- Training lead for Power Account Management teams on sustainable and innovative products, best practices, and system and process enhancements as well as customer communication initiatives. This resulted in improvement of our Employee Engagement score to 80% in 2017.

#### Pricing Manager (2006 – 2015)

##### *Great Lakes Pricing (2012-2015)*

##### *Northeast Pricing (2006-2012)*

- Leader of regional pricing team to review daily customer requests, goals, strategic initiatives, and revenue targets, managing the entire lifecycle of the energy procurement process.
- Managed risk management strategies, regulatory changes and product structures related to retail load obligations with wholesale and retail peers.
- Develop and implement pricing and structuring methods and financial tools consistent with core business objectives.
- Manage, develop, and present regional pricing and structuring strategies to retail customers.

## Calpine Corporation | Boston, MA | 2000 – 2006

*Manager, Structuring (2004-2006)*

*Sr. Structuring Analyst (2001-2004)*

*Fuels Analyst (2000-2001)*

- Manage the Northeast and Southeast structuring and risk management activities with respect to prices on all term and structured physical and financial deals and act as a liaison between Fuels, Marketing, Risk Management and Development.
- Value all commodity related activities and opportunities such as storage investment, dual fuel capability, transmission, and transportation arbitrages.
- Identify, analyze, and disaggregate each deal into appropriate risk instruments and components to present to the appropriate marketing, sales and operational personal.

## National Grid | Boston, MA | 1999 – 2000

### **Broker Representative**

- Broker Representative for Customer Choice Program to Retail Gas Commercial and Industrial customers in Keyspan's Northeast market.

## Northeast Gas Markets, LLC | Beverly, MA | 1998-1999

### **Supervisor, Contract Administration & Trading**

- Project management for two consortia of Northeastern utilities. Includes daily and monthly operational reporting and addressing and solving customer issues.

## Pacific Gas & Electric Corporation | Boston, MA | 1996-1998

### **Associate**

- Project fuel management coordinator for 15 Northeastern utilities and two natural gas fired power plants.

## Education & Professional Development & Associations

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Candidate for Master's in Business Administration, Clean Energy & Sustainability-University Massachusetts Boston- 2024

President- Boston Chapter-Women's Energy Network, 2023

Executive Sponsor-Constellation Women's Network-, Boston Chapter, 2019-2023

Bachelor of Science, Business Administration – Merrimack College 1994

## Awards & Recognition

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"Extraordinary" Annual Performance Rating- 2016, 2017, 2018, 2019, 2020,2021,2022

Distinguished Sales Award – National Sales Conference 2022

Leadership Mentoring Program- Constellation 2017

Power Leader Award – National Sales Conference 2016

Women's Leadership Certificate – Simmons University 2015

Boston Future Leaders- Greater Chamber of Boston 2011

## Community Engagement Activities

---

Confirmation Catechist, St. Agatha's Parish, Milton MA

## **Milton Youth Task Force**

### **Charge:**

The charge to the Milton Youth Task Force is to explore expanded opportunities and safe places for teenage students ages 11-18 to socialize and be productive within the Milton community, including but not limited to out-of-school time programming, and to make progress reports and recommendations to the Milton Select Board annually.

This teen centered Youth Task Force will consult with representatives from Town of Milton departments such as, but not limited to, the Select Board/Town Administrator, the Milton Public Library, the Milton Health Department, Milton Parks and Recreation, and the Milton Police Department.

The Youth Task Force is encouraged to engage with and bring together the various youth focused groups and initiatives at work in Milton such as, but not limited to, the Milton Library Teen Advisory Board, the Milton Youth Advocates for Change, athletic organizations, and fine and performing arts programs. The Youth Task Force is also encouraged to engage with representatives of Milton community institutions and organizations such as, but not limited to, Beth Israel Deaconess Medical Center, the Milton Interfaith Clergy Association, Curry College, and the Milton Chamber of Commerce.

### **Membership:**

Students shall represent unduplicated school grade levels, and the task force may not include members from the same immediate family at any one time.

The Youth Task Force shall have 10 members, and shall be appointed by the Select Board as follows:

- (i) Three teenage Milton residents, at least one of whom shall be a member of Milton Youth Advocates for Change
- (ii) Three parents or guardians of Milton teenage residents
- (iii) Two members with professional experience in youth programming
- (iv) A member of the Milton Coalition
- (v) A member of the Select Board

### **Term:**

Members shall be appointed for a term of 1 year, concurrent with the Town's fiscal year (July 1 to June 30). The Youth Task Force shall determine a chair and a recording secretary annually. Members shall be eligible for reappointment.

Adopted by the Select Board: December 6, 2022

**MILTON YOUTH TASK FORCE  
MEMBERSHIP**

UPDATED 6-7-23							
APPLICANTS	MILTON TEEN	MILTON YOUTH ADVOCATES FOR CHANGE	PARENT OF A  MILTON TEEN	PROFESSIONAL EXPERIENCE  YOUTH PROGRAMS	MILTON COALITION	MILTON SELECT BOARD	ACTION TAKEN BY SB
Griffin Angus	X	X			X		APPOINTED 3/21/23
Lisa Courtney			X				
Allison Gagnon			X (children under 12)	X-Volunteer with Milton Playgrounds			
Jaime Levash				X			APPOINTED 3/21/23
Christina "Kiki" Lilliehook			X				
Neal Pilavin			X				
Stephen Popkin			X				
Rachel Pozzar			X (oldest child is turning 11)	X			APPOINTED 3/21/23
Zaidee Rose				X			APPOINTED 3/21/23
John Varghese			X				APPOINTED 3/21/23
Gisele Dimanche	X	X			X		
Benjamin Zoll			X			X	APPOINTED ON 5-23-23





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Name

Lisa Courtney

Address

Please list the board or committee which you are requesting appointment to:

Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I am an involved member of the town by virtue of being a mother to 2 Cunningham students who are active in all sorts of activities in town. I am on the board of the Friends of the Library that raise funds and secure volunteers for library programming. My undergraduate degree is in psychology and I have an MBA. I have taken the Mental Health First Aid course offered through the Milton Coalition. I keep an eye on what is going on in town via the local paper and FB sites and also in my neighborhood where teens stroll down the street into the woods.

**What would you hope to take away from your experience on the board/committee?**

I'd like to contribute to making Milton a better place for everyone but especially for the young adults!

**Have you served on a Town committee before? If so, which one(s)?**

no

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

Friends of the Milton Public Library

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

no

**How did you hear about this committee or the volunteer/talent bank?**

Jennifer Malkovich

**What better or other ways could we use to reach people with similar information?**

***\*You may also submit this form by mail: Select Board Office: Attn: Suzanne Bridges, 525 Canton Avenue, Milton, MA 02186***



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Name

Gisele Dimanche

Address

Email

Phone

Please list the board or committee which you are requesting appointment to:

Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

As a returning youth representative, I will bring lots of feedback and fresh ideas to the table. I partake in various other committees, such as the Milton Coalition and serving as the founding member of the Milton Youth Advocates for Change. To the Youth Task Force, I will aid in the merging of both demographics of students and adults to help us thrive together.

**What would you hope to take away from your experience on the board/committee?**

I would hope to take away connections and skills on how to better improve my advocacy and youth representation in the town

**Have you served on a Town committee before? If so, which one(s)?**

Yes, I have served as the youth representative for the Youth Task Force and youth rep for the Milton Coalition.

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

Milton Coalition and Milton Youth Advocates for Change

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No.

**How did you hear about this committee or the volunteer/talent bank?**

I am a returning member who was been fighting for the reinstation of the YTF.

**What better or other ways could we use to reach people with similar information?**

Email chains, school newsletters and announcements as well as social media campaigns.

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Name

Allison Gagnon

Email

Please list the board or committee which you are requesting appointment to:

Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

When I first moved to Milton I joined the Milton Playground committee where we met regularly, budgeted, fund raised, executed plans and completed construction of all playgrounds in Milton. Working in this group, I can offer much insight to the entire process in completing tasks from start to finish. When I was younger, I was also part of our teen center. Working, organizing events, and understanding what the youth wants. I also have a background in Marketing with focus on vendor relations, social media, customer service, branding, and events. I have two children in the public schools who will be looking for different places and experiences to attend as they get older.

**What would you hope to take away from your experience on the board/committee?**

I would like to help our local youth and continue to give back to the community we have been apart of for 8+ years. I am invested in created a place our youth feel safe and secure while also feeling included.

**Have you served on a Town committee before? If so, which one(s)?**

I was on the Milton Playground committee

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

Warrant Committee

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

I read the Milton Times

**What better or other ways could we use to reach people with similar information?**

Creating a newsletter of available committees. Advertising.

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Name

Christina Lilliehook

Address

[Redacted Address]

Please list the board or committee which you are requesting appointment to:

Milton Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

I have two youth in MPS (one in Pierce and one in MHS). I am not working in education so I would bring an outside perspective as a parent and working professional. I am a former scientist, now medical writer for an biotech investment firm. My professional skills include approaching any given issue with an unbiased perspective, look for and evaluate available data, and make recommendations for action items based on data and consensus. The data on how the pandemic have hurt learning for our youth are very clear. The town needs a strong youth task force that can map and execute future directions for how the schools can best support our youth to catch up and feel confident about their future.

**What would you hope to take away from your experience on the board/committee?**

That I made a positive contribution to the town of Milton, and especially the schools.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

None

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

No

**How did you hear about this committee or the volunteer/talent bank?**

Word of mouth

**What better or other ways could we use to reach people with similar information?**

I do wish for Town of Milton to dramatically revamp the website, but thats for another day.

***\*You may also submit this form by mail: Select Board Office: Attn: Suzanne Bridges, 525 Canton Avenue, Milton, MA 02186***





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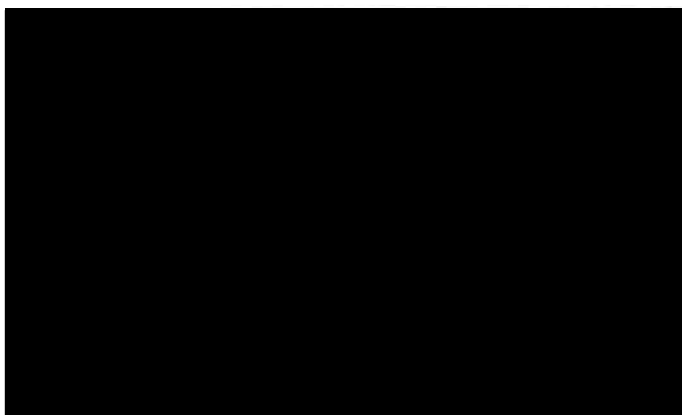
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Name

Neal Piliavin

Address



Three empty rectangular boxes for address details.

Please list the board or committee which you are requesting appointment to:

Traffic Commision, Youth Advisory, IT

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

40+ years of business, board and advisory experience with companies and organizations such as Microsoft, HubSpot, Independent Colleges of Washington, Wharton Club of Boston. I am passionate about making Milton better for everyone and I think I can bring positive, cooperative and valuable contributions for our community.

What would you hope to take away from your experience on the board/committee?

If I am selected to be on any of these committees I'd

Have you served on a Town committee before? If so, which one(s)?

No

**Potential Conflicts of Interest**

Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.

none

Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?

no

How did you hear about this committee or the volunteer/talent bank?

through email

What better or other ways could we use to reach people with similar information?

Website, email, social (facebook, instagram, twitter)



Office of the Select Board  
525 Canton Avenue  
Milton, MA 02186  
(617)898-4846

### Boards & Committees Volunteer Application

For information on current active boards/committees including, charge, term, and vacancies please visit the Town of Milton Boards & Committees webpage at <https://www.townofmilton.org/boards> or contact the Select Board Office at (617) 898-4846. If you are interested in volunteering, please submit this form to the Select Board Office by email at [volunteer@townofmilton.org](mailto:volunteer@townofmilton.org), by mail to Select Board Office: Attn: Lynne DeNapoli, 525 Canton Avenue, Milton, MA 02186, or in person. A resume is welcome but not required.

Name

Stephen Popkin

Address

Email

Phone

Please list the board or committee which you are requesting appointment to:

Climate Action Planning OR Youth Task Force

Please use the space provided below to answer the following questions:

What experience, skills, insight, education, or special training would you bring to the board/committee?

As the head of research and technology at an organization that is working on a number of climate change-related initiatives, from infrastructure design to new technology deployments I feel I can contribute to this group. My PhD is in Industrial/Organizational psychology, with a research focused on shiftwork and working time. This might be useful if the Youth Task Force wants to address adolescent sleep and school start times, which plays a documented role in academic achievement and susceptibility to poor decision making and habits.

**What would you hope to take away from your experience on the board/committee?**

A better understanding of the community and a chance to give back.

**Have you served on a Town committee before? If so, which one(s)?**

No

**Potential Conflicts of Interest**

**Please list any committees appointed by the Select Board, local agencies, or non-profit organizations of which you or a member of your immediate family are current members.**

I am on the Kendall Square Association Board representing the organization for which I work, and Boston Children's Hospital Board of Trustees Patient Care Assessment Committee.

**Are you or any member of your family employed by, or receive any financial consideration from the Town of Milton?**

NO

**How did you hear about this committee or the volunteer/talent bank?**

Email from town

**What better or other ways could we use to reach people with similar information?**

More Milton Times coverage of these boards and what they do.



# TOWN OF MILTON

## BOARD OF HEALTH

525 CANTON AVENUE

MILTON, MASSACHUSETTS 02186

(617) 898-4886 (617) 696-5172 FAX

[www.townofmilton.org](http://www.townofmilton.org)

TO: Select Board members

FROM: Caroline A. Kinsella B.S.N., R.N., R.S.  
Health Director/Public Health Nurse

DATE: 5/25/2023

RE: Acceptance of \$720.00 from Milton Rotary Club Foundation Inc.

The Milton Coalition, formerly known as the Milton Substance Abuse Prevention Coalition, and the Milton Board of Health would like to thank the Milton Rotary Club Foundation Inc. for their kind donation in support of the Milton Coalition.

This donation will enable the Milton Coalition to continue its mission:

“The Milton Coalition focuses on preventing and reducing youth substance abuse. Through a committed collaboration of diverse community members and sectors dedicated to a comprehensive and long-term approach, our efforts will foster a healthy, supportive and compassionate town environment.”

Respectfully,

Caroline A. Kinsella  
Health Director/Public Health Nurse



# TOWN OF MILTON

## BOARD OF HEALTH

525 CANTON AVENUE

MILTON, MASSACHUSETTS 02186

(617) 898-4886 (617) 696-5172 FAX

[www.townofmilton.org](http://www.townofmilton.org)

TO: Select Board members

FROM: Caroline A. Kinsella B.S.N., R.N., R.S.  
Health Director/Public Health Nurse

DATE: 5/25/2023

RE: Acceptance of \$500.00 from First Congregational Church of Milton

The Milton Coalition, formerly known as the Milton Substance Abuse Prevention Coalition, and the Milton Board of Health would like to thank the First Congregational Church of Milton for their kind donation.

This donation will enable the Milton Coalition to continue its mission:

“The Milton Coalition focuses on preventing and reducing youth substance abuse. Through a committed collaboration of diverse community members and sectors dedicated to a comprehensive and long-term approach, our efforts will foster a healthy, supportive and compassionate town environment.”

Respectfully,

Caroline A. Kinsella  
Health Director/Public Health Nurse



# **TOWN OF MILTON**

## **BOARD OF HEALTH**

525 CANTON AVENUE

MILTON, MASSACHUSETTS 02186

(617) 898-4886 (617) 696-5172 FAX

[www.townofmilton.org](http://www.townofmilton.org)

TO: Select Board members

FROM: Caroline A. Kinsella B.S.N., R.N., R.S.  
Health Director/Public Health Nurse

DATE: 5/17/2023

RE: Acceptance of \$100.00 from Congregation Beth Shalom Blue Hills

The Milton Coalition, formerly known as the Milton Substance Abuse Prevention Coalition, and the Milton Board of Health would like to thank the Congregation Beth Shalom Blue Hills in Milton for their kind donation. This donation is made in honor of Paul Cooperstein as he resigns as President of the Congregation Beth Shalom Blue Hills. This gift is made in memory of Mr. Cooperstein's son, Adam D. Cooperstein.

This donation will enable the Milton Coalition to continue its mission:

"The Milton Coalition focuses on preventing and reducing youth substance abuse. Through a committed collaboration of diverse community members and sectors dedicated to a comprehensive and long-term approach, our efforts will foster a healthy, supportive and compassionate town environment."

Respectfully,

Caroline A. Kinsella  
Health Director/Public Health Nurse



# Town of Milton

TOWN OFFICE BUILDING  
525 CANTON AVENUE  
MILTON, MASSACHUSETTS

TEL 617-898-4846

## SPECIAL ONE DAY LIQUOR LICENSE APPLICATION

Applicant's Name: Lynda-Lee Sheridan- Cypress Catering

Applicant's Address: 57 Clifton Rd. Milton.

Applicant's Contact Information: [REDACTED]

Telephone #

E-Mail Address

Organization Name: We Are Milton.

Name of Event: Milton Music Fest and Fireworks.

Description of Event: 2 day free event on

The Applicant is: ☒ Non-profit Organization or ☐ For Profit Organization

Date of Event: Sat. June 24 (5-11 PM)-

Hours of Event: Sun June 25 (12-9 PM).

Location of Event: Hutchinson Field.

Number of Participants: 2000-3000 people.

License For: ☐ All Alcoholic Beverages - Issued only to a non-profit organization

☒ Wine and Malt Beverages Only

Recommended Number of Police Officer(s) to be assigned: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
Chief of Police

SIGNATURE: \_\_\_\_\_  
Town Administrator on behalf of Select Board

APPLICANT'S SIGNATURE: L.R. Sheridan Date: May 19, 2023

Applicants must attest to the information provided in order for the license to be approved. Completed applications should be submitted to the Select Board Office along with payment in the form of a check in the amount of \$50.00 made payable to the Town of Milton. The Select Board, as the Town of Milton's Licensing Authority, requires approval at a scheduled public meeting. Please submit the application 30 days in advance of the event for which the license is being applied.



## **DRAFT**

### **Select Board Meeting Minutes**

**Meeting Date:** 5/1/2023

**Members in Attendance:** Michael Zullas, Chair; Roxanne Musto, Benjamin Zoll, Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** Richard G. Wells, Jr., Erin G. Bradley

**Meeting Location:** In-Person, Milton High School, Room 201

**Time Meeting called to Order:** 6:30PM

**Time Meeting Adjourned:** 6:55PM

#### **1. Call to Order**

Chair Zullas called the meeting of the Select Board to order at 6:30PM.

#### **2. Public Comment**

No Public Comment.

#### **3. Discussion/Approval- Town Meeting Articles:**

**Article 12: Renumber and Recaption the General Bylaws of the Town**

**Article 13: Renumber and Recaption the Zoning Bylaws of the Town**

**Article 27: Authorize the Select Board to Sell the Kidder Branch Library**

**Article 31: Authorize the Transfers of and Change of Use for Various Parcels of Land**

**Article 32: Authorize the Select Board to Acquire Land Located off Gile Road**

The Members discussed the merits of Articles 12 and 13 regarding re-codification and the best way to move ahead.

Chair Zullas noted that these articles are also being reviewed by the Planning Board and Warrant Committee. Mr. Czerwienski, the Director of Planning and Community Development has been working with Attorney Freytag from the office of Town Counsel on these articles.

Following the discussion, Mr. Zoll moved to support Articles 12: Renumber and Recaption the General Bylaws of the Town and Article 13: Renumber and Recaption the Zoning Bylaws of the Town. The motion was seconded by Ms. Musto. The Board voted all in favor to approve.

The Members discussed the sale of the Kidder Library and agreed to stay the course with the proposed warrant article.

Chair Zullas notified the Members that the School Building Committee will offer amended articles for #31: Authorize the Transfers of and Change of Use for Various Parcels of Land and #32: Authorize the Select Board to Acquire Land Located off Gile Road

#### **4. Town Administrator's Report**

Mr. Milano informed the Select Board that the Building Commissioner, Joseph Prondak has resigned and the Health Agent, Joyce Krystofolski has also resigned. On behalf of the Town of Milton, Mr. Milano wished them well in their new endeavors.

#### **5. Chair's Report**

Chair Zullas noted that Mr. Wells will not be in attendance at the Select Board Meeting on Tuesday, May 2<sup>nd</sup>, but will be joining the Annual Town Meeting a little in the evening.

#### **6. Public Comment Response**

No public comment response

#### **7. Future Meeting Dates**

Mr. Zullas provided the dates for the Select Board Meetings for the duration of the Annual Town Meeting (Tuesday, May 2<sup>nd</sup>, Thursday, May 4<sup>th</sup>, Monday, May 8<sup>th</sup>, Tuesday, May 9<sup>th</sup> and Thursday, May 11<sup>th</sup>). Chair Zullas noted that the Board may make changes to their meeting schedule. The Members will address at an upcoming meeting.

#### **8. Adjourn**

At 655PM, Mr. Zoll moved to adjourn. The motion was seconded by Ms. Musto. The Board voted all in favor to adjourn.

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

**DRAFT**

## **Select Board Meeting Minutes**

**Meeting Date:** 5/2/2023

**Members in Attendance:** Michael Zullas, Chair; Erin G. Bradley, Roxanne Musto, Benjamin Zoll, Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** Richard G. Wells, Jr.

**Guests:** Attorney Kevin Freytag, Attorney Joseph Proctor from the Office of Town Counsel, Chris Haynes, Director of Consolidated Facilities and Sean O'Rourke, Chair of the School Building Committee

**Meeting Location:** In-Person, Milton High School, Room 201

**Time Meeting called to Order:** 6:31PM

**Time Meeting Adjourned:** 7:03PM

### **1. Call to Order**

Chair Zullas called the meeting of the Select Board to order at 6:31PM.

### **2. Public Comment**

No Public Comment.

### **3. Update/Discussion/Vote- Chair and Other Officers**

The Board agreed to defer this item until all Members were present to participate in the discussion.

### **4. Discussion/Approval - Appointment of Director of Consolidated Facilities**

Mr. Milano introduced Chris Haynes as the Director of Consolidated Facilities.

Mr. Milano provided an overview of the selection process and highlighted Mr. Haynes career experience.

Ms. Bradley moved to approve the recommendation to appoint Mr. Chris Haynes as the Director of Consolidated Facilities. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointment of Mr. Chris Haynes as the Director of Consolidated Facilities.

### **5. Discussion/Approval- Town Meeting Articles:**

**Article 31: Authorize the Transfers of and Change of Use for Various Parcels of Land**

**Article 32: Authorize the Select Board to Acquire Land Located off Gile Road**

**Article 12: Renumber and Recaption the General Bylaws of the Town**

**Article 13: Renumber and Recaption the Zoning Bylaws of the Town**

Mr. Sean O'Rourke, Chair of the School Building Committee joined the Select Board to review the amended articles that will be introduced during Town Meeting. The changes reflect the request of the MA Executive Office of Energy and Environmental Affairs (EEA) relative to Article 97. The EEA requires that any transfer of land ownership follow the requirements (process) of Article 97. Mr. O'Rourke distributed a handout to the Members to use as a reference.

#### **INTO ARTICLE 97**

#### **ACRES**

School Street Parcel E 17 19	1.33
Herrick Drive Parcel E 17 34	1.57
Herrick Drive Parcel E 17 35	1.11
Randolph Ave Parcel I 38D 10A	6.06
Randolph Ave Parcel 38D Lot 6	4.03
Randolph Ave Parcel 38D Lot 7	0.83
Randolph Ave Parcel 38D Lot 3	6.2
Randolph Ave Parcel 38D Lot 2	12.74
<b>TOTAL:</b>	<b>33.87</b>

#### **TRANSFER OF OWNERSHIP UNDER ARTICLE 97**

##### **Per EEA**

Canton Ave. and Highland St. Parcel K 2 1A	5.1
Pope's Pond	41.4

##### **OUT OF ARTICLE 97**

ACTIVE RECREATION	4.45
CONSERVATION	2.81
<b>TOTAL:</b>	<b>7.26</b>

#### **INTO CONSERVATION**

School Street Parcel E 17 19	1.33
Herrick Drive Parcel E 17 34	1.57
Herrick Drive Parcel E 17 35	1.11
Randolph Ave Parcel I 38D 10A	6.06
Randolph Ave Parcel 38D Lot 6	4.03
Randolph Ave Parcel 38D Lot 7	0.83
Randolph Ave Parcel 38D Lot 3	6.2
Randolph Ave Parcel 38D Lot 2	12.74
Canton Ave. and Highland St. Parcel K 2 1A	5.1

Pope's Pond	41.4
<b>TOTAL DEEDED TO CONSERVATION:</b>	<b>80.37</b>

The Members discussed the merits of the amended articles and offered their comments/feedback. Ms. Bradley moved to approve amended Article 31. The motion was seconded by Mr. Zoll. The Members voted 3-0-1 to approve. Ms. Bradley, Mr. Zoll and Mr. Zullas voted yes. Ms. Musto voted to abstain.

Ms. Bradley moved to approve amended Article 32. The motion was seconded by Mr. Zoll. The Members voted 3-1 to approve. Ms. Bradley, Mr. Zoll and Mr. Zullas voted Yes. Ms. Musto voted No.

Attorney Kevin Freytag from the Office of Town Counsel provided an update on the status of Articles 12 and 13, relative to bylaw re-codification. Attorney Freytag consulted with a representative from the Office of the Attorney General's office, Municipal Division regarding Town Meeting's responses to these articles and how to proceed. Attorney Freytag has also updated Ms. Galvin, Town Clerk.

#### **6. Town Administrator's Report**

Mr. Milano informed the Select Board that an agreement has been reached with the Milton Public Employee Association.

#### **7. Chair's Report**

No report at this time.

#### **8. Public Comment Response**

No public comment response

#### **9. Future Meeting Dates**

Mr. Zullas provided the dates for the Select Board Meetings for the duration of the Annual Town Meeting: (Thursday, May 4<sup>th</sup>, Monday, May 8<sup>th</sup>, Tuesday, May 9<sup>th</sup> and Thursday, May 11<sup>th</sup>). Chair Zullas noted that the Board may make changes to their meeting schedule. The Members will address at an upcoming meeting on May 8<sup>th</sup>.

#### **10. Adjourn**

At 7:03PM, Ms. Musto moved to adjourn. The motion was seconded by Mr. Zoll.  
The Board voted all in favor to adjourn.

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

DRAFT

## **DRAFT**

### **Select Board Meeting Minutes**

**Meeting Date:** 5/4/2023

**Members in Attendance:** Michael Zullas, Chair; Richard G. Wells, Jr., Erin G. Bradley, Roxanne Musto, Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** Benjamin Zoll

**Meeting Location:** In-Person, Milton High School, Room 201

**Time Meeting called to Order:** 6:36PM

**Time Meeting Adjourned:** 6:41PM

#### **1. Call to Order**

Chair Zullas called the meeting of the Select Board to order at 6:36PM.

#### **2. Public Comment**

No Public Comment.

#### **3. Discussion/Approval- Town Meeting Articles:**

No discussion or action taken.

#### **4. Discussion/Approval-One Day Liquor Licenses:**

**a. Curry College - Class of 2023 Final Farewell, Friday, May 19, 2023, 7PM-10PM**

**b. Mark Duffy - Boston Baggo Company- Cornhole Playoffs - Saturday, May 20, 2023, 12PM-8PM at 11 Unquity Road**

Mr. Wells moved to approve the One-Day Liquor Licenses for Curry College - Class of 2023 Final Farewell on Friday, May 19, 2023 from 7PM-10PM and Mark Duffy for the Boston Baggo Company's Cornhole Playoffs on Saturday, May 20, 2023 from 12PM-8PM at 11 Unquity Road. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the one-day liquor licenses.

#### **5. Town Administrator's Report**

Mr. Milano informed the Select Board that Mac Capwell, Program Coordinator at the Wildcat Den will be leaving at the end of the school year. Mr. Milano expressed his appreciation to Mac and wished him well.. The position has been posted with the intention of having someone in the role before school starts up in the fall.

Mr. Milan also noted that Charlie O'Shea, Chief Appraiser discovered that commercial properties were not assessed the CPA surcharge in FY22 or in FY23. When the Town approved CPA, it did so with three exemptions:

- low income
- \$100,000 of residential value
- \$100,000 of commercial value

The surcharge was applied in FY22 preliminary bills, but was backed out for the FY22 final bills in the billing software. It was not included at all in the FY23 bills. The approximate total is \$20,000 to \$25,000 of revenue for CPA per year.

This information has been given to the Board of Assessors and they are setting up a meeting to discuss. Our plan is to send out supplemental tax bills to capture the FY23 assessment, but our understanding is that we can take no action for FY22. The Department of Revenue has been informed.

## **6. Chair's Report**

Chair Zullas noted that Town Counsel has advised the Board to offer the amended article relative to the Transfers of and Change of Use for Various Parcels of Land.

## **7. Public Comment Response**

No public comment response

## **8. Future Meeting Dates**

Mr. Zullas provided the dates for the Select Board Meetings for the duration of the Annual Town Meeting: (Monday, May 8<sup>th</sup>, Tuesday, May 9<sup>th</sup> and Thursday, May 11<sup>th</sup>). Chair Zullas noted that the Board will adjust their meeting schedule to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month.

## **9. Adjourn**

At 6:41PM, Mr. Wells moved to adjourn. The motion was seconded by Ms. Musto. The Board voted unanimously to adjourn.

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.



## **DRAFT**

### **Select Board Meeting Minutes**

**Meeting Date:** 5/8/2023

**Members in Attendance:** Michael Zullas, Chair; Richard G. Wells, Jr., Erin G. Bradley, Roxanne Musto, Benjamin Zoll, Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Meeting Location:** In-Person, Milton High School, Room 201

**Time Meeting called to Order:** 7:04PM

**Time Meeting Adjourned:** 7:17PM

#### **1. Call to Order**

Chair Zullas called the meeting of the Select Board to order at 7:04PM.

#### **2. Public Comment**

No Public Comment.

#### **3. Discussion/Vote-Chair and other Officers**

Mr. Wells moved to open the nomination for Select Board Chair. The motion was seconded by Ms. Musto. The Board voted unanimously to open the nomination.

Mr. Wells nominated Michael Zullas as Chair.

Mr. Zullas accepted the nomination. The nominations were closed. The Board voted by a roll call vote to appoint Mr. Zullas as Chair of the Select Board.

**BRADLEY: ZULLAS**

**MUSTO: ZULLAS**

**WELLS: ZULLAS**

**ZOLL: ZULLAS**

**ZULLAS: ZULLAS**

Chair Zullas opened the nomination for Select Board, Vice Chair. The motion was seconded by Ms. Bradley. The Board voted unanimously to open the nomination.

Ms. Musto nominated Richard Wells as Vice Chair

Mr. Wells accepted the nomination.

Mr. Zoll nominated Erin Bradley as Vice Chair

Ms. Bradley accepted the nomination.

The nomination was closed. The Board voted by a roll call vote to appoint Ms. Bradley as Vice Chair of the Select Board.

**BRADLEY: ABSTAIN**  
**MUSTO: WELLS**  
**WELLS: ABISTAIN**  
**ZOLL: BRADLEY**  
**ZULLAS: BRADLEY**

Mr. Zoll opened the nomination for Select Board, Secretary. The motion was seconded by Ms. Bradley. The Board voted unanimously to open the nomination.

Mr. Zoll nominated Mr. Wells.  
Mr. Wells did not accept.

Mr. Wells nominated Ms. Musto.  
Ms. Musto accepted the nomination.

The nominations were closed. The Board voted by a roll call vote to appoint Ms. Musto as Secretary of the Select Board.

**BRADLEY: MUSTO**  
**MUSTO: ABSTAIN**  
**WELLS: MUSTO**  
**ZOLL: MUSTO**  
**ZULLAS: MUSTO**

**4. Discussion/Approval: Citation honoring Joseph Prondak, Building Commissioner**

Mr. Wells moved to approve the citation honoring Joseph Prondak with a minor correction. The motion was seconded by Ms. Musto. The Board voted unanimously to approve.

**5. Discussion/Approval- Town Meeting Articles:**

No discussion or action taken.

**6. Discussion/Approval-One Day Liquor Licenses:**

- a. Curry College - Class of 2023 Final Farewell, Friday, May 19, 2023, 7PM-10PM**
- b. Mark Duffy - Boston Baggo Company- Cornhole Playoffs - Saturday, May 20, 2023, 12PM-8PM at 11 Unquity Road**

The Board approved the one day liquor licenses on May 4, 2023.

**7. Town Administrator's Report**

Mr. Milano provided updates on 40B projects located at 487 Blue Hills Parkway-Ice-House and 582 Blue Hill Ave.

## **8. Chair's Report**

Chair Zullas noted that the office of Planning and Community Development will be hosting an in-person MBTA Communities Information Session on Thursday, May 18<sup>th</sup> at 7PM at the Council on Aging.

## **9. Public Comment Response**

No public comment response

## **10. Future Meeting Dates**

Mr. Zullas provided the dates for the Select Board Meetings for the duration of the Annual Town Meeting: Chair Zullas noted that the Select Board has adjusted their meeting schedule. The Members will now meet on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month. The next regular scheduled meeting will be on Tuesday, May 23<sup>rd</sup>.

## **11. Adjourn**

At 7:17PM, Mr. Zoll moved to adjourn. The motion was seconded by Ms. Musto. The Board voted unanimously to adjourn.

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

**DRAFT**

## **Select Board Meeting Minutes**

**Meeting Date:** 5/9/2023

**Members in Attendance:** Michael Zullas, Chair; Erin G. Bradley, Vice Chair; Roxanne Musto, Secretary; Benjamin Zoll, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Members Absent:** Richard G. Wells, Jr., Member

**Meeting Location:** In-Person, Milton High School, Room 201

**Time Meeting called to Order:** 7:05PM

**Time Meeting Adjourned:** 7:15PM

### **1. Call to Order**

Chair Zullas called the meeting of the Select Board to order at 7:05PM

### **2. Public Comment**

No Public Comment.

### **3. Update/Discussion/Vote-Chair and other Officers**

The Board addressed on May 8, 2023.

### **4. Discussion/Approval: Citation honoring Joseph Prondak, Building Commissioner**

The Board addressed on May 8, 2023.

### **5. Discussion/Approval- Town Meeting Articles:**

No discussion or action taken.

### **6. Town Administrator's Report**

Mr. Milano provided update on a meeting regarding cyber-security measures.

### **7. Chair's Report**

Chair Zullas discussed pending Committee Assignments and the Select Board Retreat.

### **8. Public Comment Response**

No public comment response

## **9. Future Meeting Dates**

The Select Board is scheduled to meet on Thursday, May 11<sup>th</sup> if Town Meeting has not concluded. The Members are scheduled to meet on Tuesday, May 23<sup>rd</sup>.

## **10. Adjourn**

At 7:15PM, Ms. Musto moved to adjourn. The motion was seconded by Ms. Bradley. The Board voted unanimously to adjourn.

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

**DRAFT**

## **Select Board Meeting Minutes**

**Meeting Date:** 5/23/2023

**Members in Attendance:** Michael Zullas, Chair; Erin G. Bradley, Vice Chair; Roxanne Musto, Secretary; Richard G. Wells, Jr., Member; Benjamin Zoll, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Guests:** Attorney Kevin Freytag, Office of Town Counsel (Remote)

**Meeting Location:** Council on Aging - Hybrid

**Time Meeting called to Order:** 7:10PM

**Time Meeting Adjourned:** 9:56PM

### **1. Call to Order**

### **2. Pledge of Allegiance**

Chair Zullas called the meeting of the Select Board to order at 7:43PM under Chapter Two of the Acts of 2023. The Chairman introduced the Members of the Trust and Staff and led the Pledge of Allegiance.

Chair Zullas requested a moment of silence in honor of Alexander Whiteside. Mr. Whiteside, a life-long resident, passed away last week. He was a Town Meeting Member and played a pivotal role in civic life here in Milton. Chair Zullas extended condolences on behalf of the Town to Mr. Whiteside's family.

### **3. Public Comment**

\*Lori Connelly – 43 Century Lane

Ms. Connelly, a Member of the Warrant Committee requested that the Town of Milton and the School Building Committee research the 6.85-acre property that is for sale on upper Blue Hill Ave. for \$ 2.9 million as a potential location for a new school.

\*John David Corey- Canton Ave

Mr. Corey reiterated his support for traffic calming needs throughout Milton and asked the Select Board and the Traffic Commission for a renewed call to action.

\*Peter Jackson-Capen Street

Peter Jackson shared his concerns regarding the School Building Committee's violation of the Open Meeting Law. Mr. Jackson requested that there be more transparency within Town Government.

### **4. Discussion/Approval/Presentation- Citation for the Amateur Gardeners of Milton for their Many Decades of Service to the Town**

Chair Zullas welcomed Jeanne Gibbs, President of the Amateur Gardeners of Milton and Ginny Corcoran to the meeting. Ms. Gibbs expressed her appreciation to the Town and the Select

Board for their support Ms. Gibbs introduced two additional members of the Club: Carolyn Burke and Peggy O'Sullivan. Chair Zullas presented the Amateur Gardeners with a citation of appreciation.

#### **5. Public Hearing – Application of Cellco Partnership d/b/a Verizon Wireless for Small Wireless Facility Installations on Canton Ave (Poles 3/79 and 3/8)**

Chair Zullas opened the public hearing and welcomed Sean Conway, Principal Engineer-RE/Regulatory with Verizon to the meeting. Mr. Conway introduced his colleagues: Stan Usoicz and Derek Mahuex.

Mr. Conway provided a short summary of the Cellco Partnership's (d/b/a Verizon Wireless) application to install two small cell facility (small, low powered antenna) on existing poles 3/79 and 3/8 located on Canton Ave. This application is in compliance with Town of Milton's small cell standards. The engineers determined that the wireless service in this area is degraded and the location adjacent to Milton High School has a high volume of wireless usage. The Verizon Team agreed that it is important to have a robust network that can support an increase in wireless users as well as public safety.

After further discussion, Mr. Wells moved to close the public hearing. The motion was seconded by Mr. Zoll. The Board voted unanimously to close the public hearing.

Mr. Wells moved to approve the application of Cellco Partnership d/b/a Verizon Wireless for Small Wireless Facility Installations on Canton Ave (Poles 3/79 and 3/8). The motion was seconded by Ms. Musto. The Board voted unanimously to approve the application of Cellco Partnership d/b/a Verizon Wireless for Small Wireless Facility Installations on Canton Ave (Poles 3/79 and 3/8)

#### **6. Update/Discussion – Multi- Family Zoning Requirements for MBTA Communities**

Chair Zullas welcomed Mr. Tim Czerwienski, Director of Planning and Community Development and invited him to give a presentation on the MBTA Communities Zoning Requirements that focuses on a design exercise, compliance efforts and challenges.

Enacted as part of the economic development bill in January 2021, new Section 3A of M.G.L. Chapter 40A (the Zoning Act) requires that an MBTA community shall have at least one zoning district of reasonable size in which multi-family housing (three or more units) is permitted as of right and meets other criteria set forth in the statute:

- Minimum gross density of 15 units per acre
- Not more than ½ miles from a commuter rail station, subway station, ferry terminal or bus station, if applicable.
- No age restrictions
- Suitable for families with children.

Towns that do not comply with the new requirements will be ineligible for MassWorks, Housing Choice, and Local Capital Projects funds.

- Milton is considered a Rapid Transit Community.
- In order to comply with Section 3A, Milton must create by-right zoning districts of at least 50 acres that have a zoned capacity for 2,461 new multi-family units.

Following the presentation, Mr. Czerwinski answered questions from the Board Members.

To learn more about the MBTA Communities Zoning Requirements, please visit the Town of Milton's website:

<https://www.townofmilton.org/planning-community-development/pages/mbta-communities-multi-family-zoning-requirement>

#### **7. Discussion/Approval – Local Initiative Program Application for 4 affordable Local Action Units at 131 Eliot Street**

Mr. Milano, the Town Administrator provided the Board Members with an update on the Local Initiative Program Applications for Local Action Units at 131 Eliot Street.

The Local Initiative Program (LIP) is a state program that encourages the creation of affordable housing by providing technical assistance to communities and developers who are working together to create affordable rental opportunities.

Mr. Wells moved to approve the Local Initiative Program Application for 4 affordable Local Action Units at 131 Eliot Street. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the Local Initiative Program Application for 4 affordable Local Action Units at 131 Eliot Street.

#### **8. Update/Discussion -Animal Shelter Building Project**

Mr. Milano provided updates on the status of the -Animal Shelter Building Project. He and Attorney Freytag will be meeting with representatives from the Public Charities Division of the Attorney General's office to discuss the potential use of the Governor Stoughton property.

The Animal Shelter Advisory Committee has conducted a site visit and drafted a conceptual plan of a new animal shelter for the Town Farm location. The Animal Shelter Advisory Committee is also reviewing the cost estimate for the modular unit.

#### **9. Discussion/Approval – Grant of Easement to USC LLC over the Dump Access Road**

Mr. Wells moved to approve the Grant of Easement to USC LLC over the Dump Access Road. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the Grant of Easement to USC LLC over the Dump Access Road.



#### **10. Discussion/Approval – MassDOT project at Randolph Ave (Route 28) and Chickatawbut Road**

Mr. Milano noted that representatives from MassDOT would be available to attend the Select Board Meeting on June 27<sup>th</sup> to discuss their design plan.

The Members weighed the benefits of coordinating a second site visit with the new Administration. The Board asked Mr. Milano to help facilitate this request by reaching out to Governor Healey's office and the Secretary of MassDOT.

#### **11. Discussion/Approval – Pride Flag Display at Manning Park and the Town Green/Hugo Baron Gazebo**

Ms. Bradley shared the Pride Display planned for Manning Park and the Town Green/ Baron Hugo Gazebo during the month of June.

Mr. Wells moved to approve the Pride Flag Display at Manning Park and the Town Green/Hugo Baron Gazebo from June 1<sup>st</sup> to June 30<sup>th</sup>. The motion was seconded by Ms. Bradley. The Board voted unanimously to approve the Pride Flag Display at Manning Park and the Town Green/Hugo Baron Gazebo.

Ms. Bradley noted that a Pride Parade is scheduled for June 11<sup>th</sup> at the Pierce Middle School at 4:30PM. All are welcome!

#### **12. Discussion/Approval - Pride Month Proclamation**

Mr. Wells moved to approve the Pride Month Proclamation. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the Pride Month Proclamation.

#### **13. Discussion – Select Board Retreat**

Chair Zullas and the Members discussed their availability for the annual retreat. Saturday, June 3<sup>rd</sup> and Saturday, July 29<sup>th</sup> are both options. Office staff will confirm that the Council on Aging will be available.

#### **14. Discussion/Approval – Appointments/Reappointments of Select Board Members on Town Boards/Committees:**

Chair Zullas moved to Move to appoint Erin Bradley and Benjamin Zoll to the Select Board Finance Committee for a one-year term. The motion was seconded by Mr. Wells. The Board voted unanimously to approve the appointments to the Select Board Finance Committee.

Mr. Wels moved to appoint Erin Bradley and Roxanne Musto to the Select Board Policy Committee for a one-year term. The motion was seconded by Mr. Zoll. The Board voted unanimously to approve the appointments to the Select Board Policy Committee.

Mr. Wells moved to appoint Mr. Zoll .to the Affordable Housing Trust to Boards for a one-year term. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointment to the Affordable Housing Trust.

Ms. Bradley moved to appoint Richard Wells to the Capital Improvement Planning Committee for a one-year term. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointment to the Capital Improvement Planning Committee.

Mr. Wells moved to appoint Roxanne Musto to the Master Plan Implementation Committee for a one-year term. The motion was seconded by Ms. Bradley. The Board voted unanimously to approve the appointment to the Master Plan Implementation Committee

Chair Zullas moved to appoint Richard Wells and Roxanne Musto .to the Milton Landing Committee for a one-year term. The motion was seconded by Mr. Zoll. The Board voted unanimously to approve the appointments to the Milton Landing Committee.

Mr. Wells moved to appoint Erin Bradley to the Payment in Lieu of Taxes Committee for a one-year term. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointment of the Payment in Lieu of Taxes Committee.

Mr. Wells moved to appoint Michael Zullas to the Municipal Broadband Committee for a one-year term. The motion was seconded by Ms. Musto. . The Board voted unanimously to approve the appointment to the Municipal Broadband Committee.

Mr. Wells moved to appoint Michael Zullas .to the School Building Committee for a one-year term. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointment to the School Building Committee.

Mr. Wells moved to appoint Roxanne Musto.to the Municipal Public Educational and Governmental (MPEG) Access, Inc., Board of Directors for a one-year term. The motion was seconded by Ms. Bradley. The Board voted unanimously to approve the appointment to the Municipal Public Educational and Governmental (MPEG) Access, Inc., Board of Directors

Mr. Wells moved to appoint Benjamin Zoll.to the Youth Task Force for a one-year term. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the appointment to the Youth Task Force.

The Board Members agreed to defer the appointment to the Climate Action Planning Committee to a future meeting.

## **15. Discussion/Approval – Town Administrator’s Evaluation Form. Process and Timeline**

Chair Zullas reviewed the steps needed to complete the Town Administrator’s evaluation. Ms. Bradley volunteered to act as the Reviewer and will consolidate the Members’ comments. The Board agreed to complete it before the June 30<sup>th</sup> deadline noted in Mr. Milano’s contract.

## **16. Discussion/Approval – Committee Appointments**

Mr. Wells moved to approve the following committee appointments:

Climate Action Planning Committee: Arthur Doyle (Conservation Commission), Maggie Oldfield (Planning Board)

Master Plan Implementation Committee: Cheryl Tougias (Planning Board)

Open Space and Recreation Committee: Meredith Hall (Planning Board)

Capital Improvement Planning Committee: James “Jim Davis (Planning Board)

Telecommunications Design Review Committee: Sean Fahy (Planning Board) and Nick Gray, Reappointment

Milton Cultural Council: Meg Folcarelli

Appointment of Chis Hayden. Director of Consolidated Facilities to:  
Animal Shelter Advisory Committee, Capital Improvement Planning Committee, Local  
Emergency Planning Committee and Milton Landing Committee

Airplane Noise Advisory Committee: Christopher Hart

Massachusetts Port Authority Community Advisory Committee: Christopher Hart

The motion was seconded by Ms. Bradley. The Board voted unanimously to approve all the Committee appointments.

**17. Discussion/Approval - PILOT Payment from Milton Academy in the amount of \$210,000**

Mr. Wells moved to accept the PILOT Payment from Milton Academy in the amount of \$210,000. The motion was seconded by Ms. Musto. The Board voted unanimously to accept the PILOT payment.

**18. Discussion/Approval - Donation in the amount of \$200.00 from the First Parish in Milton to the Milton Coalition**

Mr. Wells moved to approve the donation in the amount of \$200.00 from the First Parish in Milton to the Milton Coalition. The motion was seconded by Ms. Musto. The Board voted unanimously to accept the donation from the First Parish.

Ms. Bradley, Co-Chair of the Select Board Review Process Volunteer Appointments to Boards and Committees expressed her appreciation to all those who assisted in streamlining the recruitment process for volunteers. Ms. Bradley encouraged residents to apply!

### **19. Discussion/Approval-Memorial Tribute for Marvin Gordon**

Mr. Wells volunteered to assist Mr. Zullas and Mrs. Gordon create a memorial befitting Marvin Gordon. Mr. Gordon was an advocate for the Town of Milton. He served as a Town Meeting Member, School Committee Representative, Select Board Member, Treasurer of Milton Hospital and held a governor-appointed seat on the Massachusetts Health and Education Financing Association. Mr. Gordon passed away in the Fall of 2021.

### **20. Discussion/Approval - Citation honoring the Fruit Center Marketplace's 50<sup>th</sup> Anniversary**

Mr. Wells moved to approve the citation honoring the Fruit Center Marketplace's 50<sup>th</sup> Anniversary. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the citation.

### **21. Discussion/Approval - Application from Milton Parks and Recreation-Use of the Town Green and Barron Hugo Gazebo - End of Year Celebration for the Teen Center on June 6, 2023 (Rain date: June 13, 2023) from 3PM-5PM**

### **22. Discussion/Approval- Application from Milton Coalition-Use of the Town Green and Barron Hugo Gazebo -End of Year Celebration for the Milton Youth Advocates for Change on June 20, 2023 from 6:30PM-8PM**

Mr. Wells moved to approve the applications from Milton Parks and Recreation-Use of the Town Green/ Barron Hugo Gazebo - End of Year Celebration for the Teen Center on June 6, 2023 (Rain date: June 13, 2023) from 3PM-5PM and the Milton Coalition-Use of the Town Green/Barron Hugo Gazebo -End of Year Celebration for the Milton Youth Advocates for Change on June 20, 2023 from 6:30PM-8PM. The motion was seconded by Ms. Musto. The Board voted unanimously to approve the applications to use the Town Green/Barron Hugo Gazebo.

### **23. One Day Liquor License Applications: Mary May Binney Wakefield Arboretum, 1465 Brush Hill Road**

- i. Dogwood Days Lawn Party-June 3, 2023 from 5PM to 8PM**
- ii. Garden Concert, June 7, 2023 from 6PM to 8PM**
- iii. Wine, Cheese and Trees Tour, June 8, 2023 from 6PM-8PM**

Mr. Wells moved to approve the One Day Liquor License Applications for the Mary May Binney Wakefield Arboretum, 1465 Brush Hill Road:

- Dogwood Days Lawn Party-June 3, 2023 from 5PM to 8PM**
- Garden Concert, June 7, 2023 from 6PM to 8PM**

Wine, Cheese and Trees Tour, June 8, 2023 from 6PM-8PM.

The motion was seconded by Ms. Musto. The Board voted unanimously to approve the one-day liquor licenses.

#### **24. Discussion/Approval - Meeting Minutes: April 4<sup>th</sup>, April 11<sup>th</sup>, April 18<sup>th</sup> and April 28<sup>th</sup>**

Mr. Wells moved to approve the meeting minutes for April 4<sup>th</sup>, April 11<sup>th</sup>, April 18<sup>th</sup> and April 28<sup>th</sup>. The motion was seconded by Ms. Musto. The Board voted to approve the meeting minutes. Mr. Zoll abstained from approving the minutes for April 4<sup>th</sup>, April 11<sup>th</sup> and April 18<sup>th</sup>.

#### **25. Town Administrator's Report**

Mr. Milano provided an update on the goings on at Town Hall.

Building Commissioner Joseph Prondak left on May 12<sup>th</sup> for a new job in Needham.

Chris Hayden, the Director of Consolidated Facilities is settling in and learning the ropes. The same is true for Ms. Johanna McCarthy, the new Town Treasurer and Jack Turner, the new Environmental Coordinator. Sky Berube, a recent UMASS Dartmouth graduate has accepted the position of Civil Engineer and will begin work in mid-June.

DEI Training is now underway for Town Employees.

Active Shooter Training was held at Town Hall on April 27<sup>th</sup>. Mr. Milano extended his appreciation to Lt. Charles Caputo and Detective Mark Cimildoro of the Milton Police Department for their help and support.

Annual Town Reports are available in the Town Administrator's office.

The MBTA is conducting a sound study of the Hyde Park - Readville line. The questionnaire will be available on the Town's website for residents who wish to participate.

Mr. Milano expressed his appreciation to Kevin Cook for coordinating the Memorial Day Observance on Monday, May 29<sup>th</sup>. The itinerary will begin at 10:45AM at Town Hall followed by a walk to Milton Ceremony and a ceremony at 11AM. The featured speaker will be US Navy SEABEES Senior Chief Constructionman Senior Chief Petty Officer Dan Yaccarino.

#### **26. Chair's Report**

Mr. Zullas extended an invitation to Milton residents to attend the Memorial Day Observance. Ms. Bradley wished the 8<sup>th</sup> Grade Students from Pierce Middle School a fun and safe trip to our Washington, D.C.

Mr. Zoll wished the Milton High School Drama Club luck as they prepare for their upcoming performances of Mama Mia.

He also wished the Middle School Drama Club well as they prepare for their upcoming performances of Newsies.

#### **27. Public Comment Response**

Chair Zullas noted that the School Building Committee has rectified any issues with the Attorney General's office with regard to meeting minutes and an Open Meeting Law violation.

**28. Future Meeting Dates:**

The Select Board meeting schedule has changed to the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month. The Board will meet on Tuesday, June 13<sup>th</sup>, Tuesday, June 27<sup>th</sup>, Tuesday, July 11<sup>th</sup>

**29. Executive Session - Pursuant to M.G.L. c. 30A, § 21(a)(3) - To discuss strategy with respect to litigation against the Massachusetts Bay Transit Authority regarding the condition of the stairs located at the MBTA station located at Adams Street, Milton, MA**

At: 9:36PM, Chair Zullas moved to enter into Executive Session to discuss litigation strategy against the Massachusetts Bay Transit Authority (MBTA) related to the condition of the stairs at the MBTA station located at Adams Street, Milton, MA based on my belief that discussion of this matter in open session may have a detrimental effect on the litigating position of the Select Board. The Select Board will return to Open Session. The motion was seconded by Mr. Wells. The Board voted by roll call to enter Executive Session.

**BRADLEY: YES**

**MUSTO: YES**

**WELLS: YES**

**ZOLL: YES**

**ZULLAS: YES**

**30. Executive Session- Pursuant to M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining**

- a. Milton Clerical Unit of the Southeastern Public Employees Association**
- b. Milton Professional Management Association**
- c. Milton Public Employee Association**
- d. Milton Firefighters, Local 1116**
- e. Milton Police Association**
- f. Milton Superior Officers**

Chair Zullas moved to enter into Executive Session to discuss strategy with respect to collective bargaining units: Milton Library Association, Milton Clerical Unit of the Southeastern Public Employees Association; Milton Professional Management Association, Milton Public Employee Association; Milton Firefighters, Local 1116, Milton Police Association and Milton Superior Officers based on my belief that discussion of this matter in open session may have a detrimental effect on the negotiating position of the Select Board. The Select Board will return to Open Session. The motion was seconded by Mr. Wells. The Board voted by roll call to enter Executive Session.

**BRADLEY: YES**  
**MUSTO: YES**  
**WELLS: YES**  
**ZOLL: YES**  
**ZULLAS: YES**

The Board Members returned to Open Session at 9:53PM.

**31. Discussion/Approval – Memorandum of Agreement with the Milton Public Employee Association July 1, 2022 to June 30, 2025**

Mr. Wells moved to approve the Memorandum of Agreement with the Milton Public Employee Association July 1, 2022 to June 30, 2025. The motion was seconded by Ms. Musto. The Board voted unanimously to approve.

**32. Adjourn**

At 9:56PM, Mr. Wells moved to adjourn. The motion was seconded by Ms. Musto. The Board voted unanimously to adjourn.

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

Documents:

Citation honoring the Amateur Gardeners of Milton  
Application of Cellco Partnership d/b/a Verizon Wireless for Small Wireless Facility Installations on Canton Ave (Poles 3/79 and 3/8)  
Local Initiative Program Application for four affordable Local Action Units at 131 Eliot Street  
Grant of Easement to USC LLC over the Dump Access Road  
Pride Month Proclamation  
Town Administrator's Evaluation Form  
PILOT Payment Letter from Milton Academy  
Donation from the First Parish in Milton to the Milton Coalition  
Citation honoring the Fruit Center Marketplace's 50<sup>th</sup> Anniversary  
Application from Milton Parks and Recreation- Use of the Town Green/Baron Hugo Gazebo-June 6<sup>th</sup>  
Teen Center-End of Year Celebration  
Application from the Milton Coalition-Use of the Town Green/Baron Hugo Gazebo-June 20<sup>th</sup>  
Milton Youth Advocates for Change-End of the Year Celebration  
One Day Liquor License Applications from the Mary May Binney Wakefield Arboretum-

- Dogwood Days Lawn Party-June 3<sup>rd</sup>
- Garden Concert-June 7<sup>th</sup>

➤ Wine, Cheese and Tress Tour- June 8th  
Meeting Minutes: April 4<sup>th</sup>, April 11<sup>th</sup>, April 18<sup>th</sup> and April 28<sup>th</sup>

DRAFT





**Governor Stoughton Trustees**

**Meeting Packet**

**June 13, 2023**

# Request for Proposals (RFP)

To select a developer to design, construct, operate and manage affordable rental units consisting of no more than 35 units on approximately 4 acres of land at 165 Governor Stoughton Ln. Milton, MA 02186



### Important Dates

Pre-Proposal Meeting/Site  
Tour:

Proposal Submission  
Deadline:

## Table of Contents

I.	Invitation to Bid
II.	Proposal Submission and Selection Process
III.	Site Tour and Briefing
IV.	Development Objectives
V.	Property Description
VI.	Proposal Submission Requirements
VII.	Developer Selection Criteria
VIII.	Selection Process
IX.	Post Selection
X.	Attachments

## I. Invitation to Bid

The Town of Milton ("Town"), through its Select Board, is seeking proposals from qualified developers to develop no more than 35 units of affordable rental housing at a range of incomes on a parcel of land owned by the Town of Milton. The property, totaling +/- 4 acres, is located at 165 Governor Stoughton Lane Milton MA 02186, and is further described in deeds recorded with the Norfolk County Registry of Deeds in Book 35777, Page 371. At least 50% of the units shall be affordable to households having an income of no more than 80% of AMI, with a preference for units targeted to households with a range of incomes between 50% and 80% AMI. Increasing the percentage of affordable units and/or the range of affordability is encouraged.

The Town intends to enter into a Land Development Agreement and to lease the property to the developer, with affordability restrictions. The developer will be responsible for the design, construction, development, and operation of the rental units at the property.

The purpose of this RFP is to select a developer with demonstrated experience and capacity to carry out a development project that best addresses the needs and goals of the community as described in this RFP. The most advantageous proposal, from a responsive and responsible proposer, taking into consideration all evaluation criteria set forth in the RFP, will be selected.

Request for Proposal documents can be obtained at the Town of Milton Office of Select Board 525 Canton Ave. Milton, 02186 or by email request to Josh Eckart-Lee at [jlee@townofmilton.org](mailto:jlee@townofmilton.org).

## II. Proposal Submission and Selection Process

The Town has determined that the award of this contract is subject to the Uniform Procurement Act. M.G.L. c. 30B. The provisions of M.G.L. c. 30B are incorporated herein by reference.

Applicants shall submit on or before 11:00 a.m., [REDACTED], 2023, a clearly marked original proposal plus seven copies, including an electronic copy on a flash drive, to:

**Tim Czerwienski**  
**Town of Milton**  
**525 Milton Ave.**  
**Milton, MA 02186**

Faxed or electronically mailed proposals will be deemed non-responsive and will not be accepted.

Proposals submitted after the submission deadline will not be accepted. In order to be considered a complete submission, proposals should be marked "**Milton's Town Farm Housing Proposal**" and must include all required documents completed and signed by a duly authorized signatory, including the following:

**Commented [LS1]:** Mixed-income?

**Commented [JEL2R1]:** The AHT would like to see the maximum possible affordability, ideally 100%

**Commented [LS3]:** Not decided yet

**Commented [JEL4R3]:** AHT believe a long-term lease would be in keeping with how other communities have approached this type of project, and better preserve the Town's ownership over this land

1. Cover page labeled Milton's Town Farm Housing Proposal to the Town of Milton for the development of rental family housing, specifying: (1) the development entity, (2) primary contact person, and (3) all contact information.
2. One clearly marked original, in a three-ring binder, and 7 copies of the proposal with required attachments.
3. An electronic version of the complete proposal submission on a flash drive.

**The Town reserves the right to reject any or all proposals or to cancel this Request for Proposals if that is deemed to be in the best interest of the Town.**

#### **Inquiries on RFP**

All inquiries should be made via e-mail and directed to: Josh Eckart-Lee at [jlee@townofmilton.org](mailto:jlee@townofmilton.org) no later than **4:00 p.m. on [REDACTED], 2023**. Inquiries should have a subject line entitled: *Milton's Town Farm Housing RFP Inquiry*. Any inquiries after such date will not be accepted. All inquiries for which a response is provided, together with the responses, will be shared with all proposers who have provided their contact information.

#### **Proposers' Responsibility for due diligence**

Proposers should undertake their own review and analysis concerning physical conditions, environmental conditions, applicable zoning, required permits and approvals, and other development and legal considerations.

#### **Additional Notes**

Proposals will be opened publicly at [REDACTED] on [REDACTED], **2023**. A Proposer may correct, modify, or withdraw a proposal by written notice received prior to the time set for the submission of proposals, but not thereafter. Each responsive proposal will be evaluated first for compliance with the threshold (minimum) criteria and, if it meets those criteria, then evaluated according to the criteria set forth in Attachment (A) 'Comparative Evaluation Criteria'.

The Town makes no representations or warranties, express or implied, as to the accuracy and/or completeness of the information provided in this RFP. This RFP, including all attachments, is made subject to errors, omissions, and withdrawal without prior notice, and different interpretations of laws and regulations. The Proposer assumes all risk in connection with the use of the information and releases the Town from any liability in connection with the use of the information provided by the Town. Further, the Town makes no representation or warranty with respect to the property, including without limitation, the value, quality or character of the property or its fitness or suitability for any particular use and/or the physical and environmental condition of the property. The property will be conveyed in "AS-IS" condition.

Each Proposer shall undertake its own review and analysis (due diligence) concerning the physical and environmental condition of the property, applicable zoning, and other land use laws, required permits and approvals, and other development, ownership and legal considerations pertaining to the property and the use of the property, and shall be responsible for applying for and obtaining any and all permits and approvals necessary or convenient for the Proposer's use. All costs and

expenses of leasing and developing the property, including, without limitation, the costs of permitting and improvements, shall be the sole responsibility of the successful proposer. The Milton Affordable Housing Trust has applied for funding to the Community Preservation Committee for assistance in their work supporting development at the site.

### **III. Site Tour and Briefing**

Interested Proposers are encouraged to attend a voluntary on-site briefing session at 165 Governor Stoughton Lane Milton, MA 02158 on [REDACTED], 202\_ at [REDACTED] (See Locus maps in Attachment B). The site visit is not mandatory; however, all proposers must familiarize themselves with the property by undertaking an independent review and analysis of physical conditions, regulatory constraints, required permit and approvals, and other legal considerations.

### **IV. Development Objectives**

The Town is seeking a developer to build affordable rental housing units consisting of no more than 35 units on the site. The development should be designed for a variety of households (individuals of all ages, families with children, persons with disabilities) and reflect a mix of affordability levels.

The Town would like to see an architecturally harmonious development with no more than (3) buildings. The bedroom mix should be based on the site's capacity, good site planning and landscaping considerations, and the market and financial feasibility of an affordable rental project at this location. The Town would also like the developer to honor the property's history as a working poor farm, which means [considering replication of existing buildings and](#) including green design elements such as green roofing and/or shared garden space.

The development of the property will be subject to a Land Development Agreement and [Ground Lease](#) in forms that are acceptable to the Town. Once the conditions of the Land Development Agreement are satisfied, the Town and Developer will enter into [a 99-year Ground Lease](#) (See examples in Attachment D).

#### **Affordability**

At least 50% of the units shall be affordable to households at or below 80% Area Median Income (AMI). The Town prefers that the development include units that are affordable to households with incomes ranging from 50% AMI to 80% AMI (See Evaluation Criteria at Attachment A for details). The proposer should include a clear analysis as to the levels of affordability proposed and the reasoning behind the proposed unit and income mix. The Town is seeking affordability in the design of the units (e.g., energy efficient utilities and maintenance) in addition to affordability by restriction. All affordable units must meet the requirements for inclusion in the Department of Housing and Community Development's (DHCD) Subsidized Housing Inventory (SHI) and the developer shall be responsible for ensuring that all units count in the SHI.

The developer shall enter into a Regulatory Agreement with the Subsidizing Agency. Proposers are advised that all mortgages and other monetary liens encumbering the property may be subject and subordinate to the Regulatory Agreement and the affordable housing restriction. The affordability requirements may survive the foreclosure of any mortgage, deed given in lieu thereof, or any similar action, to the extent financially feasible to do so.

**Commented [LS5]:** Do you know the ramifications of this on the appraisal and potential financing issues?

**Commented [JEL6R5]:** The AHT did not know the ramifications of this

### Unit Types

The development should reflect the needs of Milton and provide housing for a range of household sizes. For this reason, the Town is interested in no more than 3 buildings as well as “universally accessible” design. At least 10% of the units shall contain three or more bedrooms to satisfy the State’s family housing policy. Unit layouts should emphasize efficiency. Kitchens should be sized based on the bedroom composition of the unit.

### Building Design and Aesthetics

The development’s architecture should reflect and be compatible with the existing architecture and style of the Milton community. The goal is for the development to look like it belongs in Milton.

The Town encourages the following:

- Multiple buildings, no more than 3, which can be of various sizes.
- Buildings shall not be more than 3 stories.
- Native landscaping in keeping with Milton character.
- Outdoor common and recreation areas, including walkways.
- Ample storage for residents in either the basement or sheds
- Bicycle storage racks
- Onsite laundry facilities
- Parking should be scattered as much as possible.
- Areas for outdoor trash and recycling receptacles
- Sensitivity to neighborhood and adjacent properties

### Energy Efficiency

The Town is looking for proposals that include building and site designs that reduce the tenants’ energy, water usage and cost, and limit the project’s environmental impact. Details regarding sustainable design features should be incorporated into the proposal.

Proposals that meet Passive House, LEED or other energy efficiency standards are preferred.

### Site

The property is located at 165 Governor Stoughton Lane Milton, MA 02158, and is identified as Assessor’s Parcel ID # K-6-3(See Locus maps Attachment B). It contains approximately 4 Acres. The parcel is bound by the Milton Woods residential development to the south; residential properties to the east; forested land to the west; and the Quisset Brook residential development to the north. The Site has limited frontage on Governor Stoughton Lane to the northeast. The Site is developed with four existing buildings, a lawned field area, undeveloped

wooded areas, a paved access road to Governor Stoughton Lane and is the current home of the Milton Animal Shelter.

The Site is encumbered by two easements: An access/drainage easement (Easement #1) is located within the southwestern portion of the Site and an access/utility easement is located within the eastern portion of the Site. Easement #1 appears to provide maintenance access to an infiltration basin constructed as part of the abutting Milton Woods development south of the Site. Easement #2 appears to provide emergency vehicle access to the same development in addition to providing maintenance access for several utilities. Additional utility information related to these easements can be found in Section 5.0. These easements reduce the buildable area of the lot to approximately 3.5 acres.

**Commented [JEL7]:** AHT recommends that Town Counsel review the easements so that we are presenting what they are, rather than what they appear to be

### Project Permitting

The property is zoned RES A. Proposals should include a description of the permitting process that the developer plans to use. The Town anticipates permitting will be through M.G.L. Chapter 40B (Comprehensive Permit).

**Commented [JEL8]:** The AHT wants to clarify that this will be a friendly 40B/local initiative program

**Commented [JEL9R8]:** Or could potentially be a PUD

### Rental Management

The successful respondent's development team must include a qualified and experienced property management firm, or, if not identified at the time of submission, a description of the process for procuring such a firm and the performance standards to be met by the property management firm. There shall be on-site management and 24-hour emergency maintenance service.

## V. Property Description

### Deed

Norfolk County Registry of Deeds Book 35777 Page 371.  
Please see Attachment C for the Deed.

### Zoning

The property is currently zoned RES A; however, it is expected that the development will be permitted through M.G.L. Chapter 40B.

**Commented [JEL10]:** See previous comment

### Utilities

- Water: Public/Town
- Wastewater/Sewer: Public/Town
- Electric: Eversource
- Gas: National Grid

### Watershed Study

The Milton AHT commissioned a Watershed study that summarizes the storm water characteristics of the site and surrounding area and makes recommendations for mitigating permanent and

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construction period impacts related to the proposed potential affordable housing development (Project) at the Site. The study can be found at Attachment F.

#### Ground Lease

The Ground Lease shall require the Proposer to maintain insurance in amounts reasonably acceptable to the Town and name the Town as an additional insured, and shall be an absolute triple net lease, requiring the Proposer to be solely responsible for the maintenance and operation of the property, including, without limitation, the payment of utilities, taxes and insurance of the property, among other costs. The Ground Lease shall be substantially similar to the Lease attached hereto and incorporated herein.

**Commented [LS11]:** Was this done?

**Commented [JEL12R11]:** no

**Commented [JEL13R11]:** Delete section

**Commented [LS14]:** Decision hasn't been made on lease or sale

## VI. Proposal Submission Requirements

### The Development Team

The proposal must include a description of the development team, the individuals, and organizations involved in the development, **including the project manager**, and the experience of these parties. The development team may include, without limitation, the developer, property manager, architect, contractor, engineers, consultants, lenders, and investors.

Proposals must include:

- The name, address, e-mail address, and telephone number of the proposer; the name of any representative authorized to act on his/her behalf, and the name, title and contact information for the individual designated by the developer to receive all correspondence from the Town and its agents.
- The names and primary responsibilities of each individual on the development team.
- If the proposer is not an individual doing business under their own name, a description of the firm and legal form and status of the organization (e.g., whether a for-profit, not-for-profit, a general or limited partnership, a corporation, LLC, LLP) and the jurisdictions in which it is registered to do business. If the proposer is a non-profit entity, please include a list of the organization's Board of Directors and areas of expertise they represent.
- The ownership structure of the entity to enter into the Ground Lease and the Land Development Agreement with the Town and its relationship to any investors, lenders, and guarantors of debt, if any.
- Identification of all principals, partners, co-venturers, or sub-developers participating in the transaction, and the nature and share of each participants' ownership in the project.
- Identification of the person designated to be the property manager if the property developer will also be the property manager. If this is not the case, state the legal and financial relationship between the entities and describe the process for securing property management services and criteria and minimal qualifications it will use in selecting the property management firm.
- Identification of the development team, such as architects, engineers, landscape designers, contractor, and development consultants. In addition, provide background

information, including firm qualifications and resumes for principals and employees expected to be assigned to the project.

- A summary of the developer's and the development team's experience, both collectively and individually, with similar projects. Particular attention should be given to demonstrate experience with **projects of a similar scale and complexity, site conditions, permitting issues, design and/or financing**, as well as location. Proposers should demonstrate the ability to perform as proposed and to complete the project in a competent and timely manner, including the ability to pursue and carry out design, permitting, financing, construction, and marketing/unit absorption.
- A list of all projects in progress or planned with details of their status.

#### **Format**

Proposers should use the following format to submit the information required (above):

- For referenced projects: project name, location, project type, number of residential units, project scope, start date, projected and actual completion date, total development costs, development team, key personnel, and status.
- Narrative on why the Proposer's experience is relevant to the 165 Governor Stoughton Lane housing development.
- Description of the organizational structure of the development team and a plan for the maintenance of effective communications between the Town and the development team during all phases of the project.
- Information regarding any legal or administrative actions past, pending or threatened that could relate to the conduct of the Proposer, its principals, or any affiliates.
- Confirmation that no local, state, or federal taxes are delinquent and outstanding for the development team or any constituent thereof.
- Provision of third-party references for 3 completed projects including at least one affordable housing project. Provide contact names, title, and current telephone numbers, who can provide information to the Town concerning the Proposer's experience with similar projects.

#### **Development Concept**

The proposal must include a detailed description of the development concept for the property and its improvements, including but not limited to:

- Number and size of units (square footage and number of bedrooms) and affordability levels. Include narrative as to why/how the mix of bedrooms, sizes and affordability was determined to ensure project financial feasibility and appropriateness for the marketplace.
- Preliminary site design.
- Discussion of the physical plan and architectural character of the project and the various programmatic and physical elements of the development, including energy savings and green design elements of the buildings and site design.

- Construction staging plan and discussion of construction impacts as to how the project will be managed to limit impact on neighbors, in particular with respect to noise and traffic during the construction period.
- Project financing – provide a sources and uses pro forma (see comparative evaluation criteria), and describe previous experience in securing such funding. Describe in detail what, if any, local, state, or federal subsidy funds will be sought to create affordability and the timeline for securing those sources.
- Projected 10-year operating budget
- Letters of interest from both construction and permanent lenders (mentioned in the comparative evaluation criteria)

#### **Conceptual Design Drawings**

The proposal must include 11 x 17 plans including:

- Site plan that shows parking layout and numbers of parking spaces, roadways and walkways, building footprints, any programmed outdoor space, and vegetated buffers.
- Landscape plan with sufficient detail on how the plan addresses limiting the project impact on surrounding areas and the users of those areas.
- Floor plans
- Elevations with material indications
- Typical unit plans
- Color Renderings from two perspectives

#### **Management Plan**

Please provide a management plan that includes the following:

- Description of the target market (e.g., pricing and the strategy for marketing and lottery process).
- In addition, if the Proposer includes a property manager as part of the team, all relevant information as outlined under 'The Development Team', above, including details of any projects where the Proposer and Manager have previously worked together.
- Lottery for affordable units: To ensure a fair and equitable selection process for the affordable units, a lottery shall be conducted for all the affordable units. Proposals may include a lottery agent as part of the development team. A marketing/lottery plan shall be required as part of the approval of the units for inclusion on the Subsidized Housing Inventory prior to issuance of a building permit. For the proposal, the Proposer shall indicate any other lotteries they have been involved in, their role and the outcomes.
- Experience with Low Income Housing Tax Credits if proposed as a funding source.
- Experience with project-based rental assistance, Section 8, 811, and/or MRVP if proposing such subsidies.

The Proposer and/or its property manager must demonstrate:

- A clear understanding of fair housing requirements/laws.
- A clear understanding of the local preference opportunities and requirements, and how the lottery will address any local preference.

- Ability and commitment to utilize appropriate stated standards to determine program and unit eligibility – i.e., qualified tenants.
- Clear criteria for tenant selection and a fair and unbiased selection process.
- Competency for selecting properly qualified tenants.
- Ability and commitment to maintain all necessary reports and certifications required under state and federal law.

#### **Implementation Plan and Timeline**

The proposed development should be completed within 4 years of the execution of the Land Development Agreement. Extensions may be granted at the discretion of the Select Board. The proposal must include a description of how the development concept will be implemented, including, but not limited to:

- Detailed development schedule for all elements of the plan including key milestones, financing benchmarks, zoning approvals and compliance, and projected completion/occupancy timeframes.
- Outline of the required land use, environmental, operation, and other governmental or regulatory approvals, including zoning, development, and environmental permits. The proposer should provide a schedule for securing approvals as part of the proposal. The Proposer should note what zoning variances, special permits, or modifications, if any, are required as part of the development plan.

#### **Price Proposal**

The Price Proposal Form (Attachment I) should be completed and submitted with the

**All proposals submitted by the due date will be evaluated for conformance with the below stated minimum criteria. Those proposals that meet the minimum criteria will then be evaluated by the comparative criteria described below. Proposers may be invited to present their proposal to the review committee. The presentation will not be scored.**

proposal. The Town expects the Lease Payment to be a nominal fee.

### **VII. Developer Selection Criteria**

#### **Minimum Threshold Criteria**

The following are minimum criteria for Proposal consideration. Proposals that do not clearly and fully convey compliance with these minimum criteria will not be considered.

- Complete conformance with all Submission Requirements (Sec. VI)
- Price Proposal Form, setting forth the lease fee for the land, found in Attachment I
- Proposer must have a minimum of 5 years' experience in development. If the proposer does not have experience with affordable housing development, then a development consultant or partner must have 5 years' experience with affordable housing.
- A successful track record of similarly sized projects with at least 3 references

- Availability to begin work towards permitting within 60 days of executing the Land Development Agreement and show sufficient staff resources and availability to perform required services.
- Complete required forms found in Attachment I (Certificate of Tax Compliance), Attachment J (Certificate of Non-Collusion), Attachment K (Disclosure Statement required by M.G.L. c. 7C, Section 38 (formerly M.G.L. c. 7, Section 40J) and Attachment L (Certificate of Authority)

#### **Comparative Evaluation Criteria**

Projects meeting the minimum threshold criteria will then be judged and scored based on the Comparative Evaluation Criteria further explained and outlined in Attachment A.

#### **Proposal Submission Terms and Requirements**

- A. The Town reserves the right to reject any and all proposals in whole or in part, and to waive minor informalities, when in its sole discretion to do so is deemed to be in the best interests of the Town and to the extent permitted by law.
- B. Proposals that meet all quality requirements shall be evaluated based on responsiveness to the criteria, terms and conditions contained in this RFP and its attachments. Failure to follow the instructions, meet the criteria, or agree to the terms and conditions contained in this RFP may be cause for rejection of the proposal as non-responsive.
- C. All proposals shall be submitted to the Town, as and where set forth above, on or before the proposal deadline. Proposals and unsolicited amendments to proposals received by the Town after the proposal deadline will not be considered, and requests for extensions of time will not be granted. Proposers who mail proposals should allow sufficient time for receipt by the Town by the proposal deadline. Proposals received after the proposal deadline will be returned to the Proposer unopened.
- D. All proposals shall be signed in ink by the Proposer. If the Proposer is a corporation, the authority of the individual signing shall be endorsed upon, or attached to, the proposal and certified by the clerk of the corporation.
- E. All proposals submitted shall be binding upon the Proposer for a minimum period of one hundred twenty (120) calendar days following the opening of proposals.
- F. Proposals submitted to the Town shall be securely kept and shall remain unopened until the proposal deadline and the opening of proposals.
- G. Proposals once submitted may, upon request of the Proposer prior to the proposal deadline, be withdrawn or amended. If amended, resubmission of the proposal shall comply with all requirements of this RFP. No amendments may be made, or proposals withdrawn after the proposal deadline.
- H. Negligence on the part of the Proposer in preparing the proposal confers no right of withdrawal after the proposal deadline. The Town does not assume any responsibility for errors, omissions,

or misinterpretations which may have resulted in whole or in part from the use of incomplete proposal documents. Any Proposer finding an ambiguity, inconsistency, or error shall promptly notify the Town.

- I. If it becomes necessary to revise any part of this RFP or if additional data are necessary to enable an exact interpretation of provisions, such addenda will be provided to all Proposers who have requested this RFP and provided their contact information. No addenda will be issued within the immediate five (5) business day period prior to the proposal deadline.
- J. By submitting a proposal in response to this RFP, the Proposer shall be deemed to have certified that no officer, agent, or employee of the Town has a direct or substantial financial interest in the procurement, that the proposal is submitted in good faith and exclusively on Proposer's own behalf, without fraud, collusion or connection of any kind with any other Proposer for the same work or with any undisclosed party.
- K. Proposers may add additional stipulations or otherwise qualify their proposals, but the Town shall retain the sole right to judge the importance of any such stipulation or qualification. If the Town determines that the stipulation or qualification is not in its best interest and/or is materially unacceptable, and if the Proposer does not clearly indicate this to be an alternative for consideration, then the Town reserves the right to reject such proposal.
- L. Selection of a Proposer's proposal will not create any rights on the Proposer's part, including, without limitation, rights of enforcement, equity, or reimbursement, until the Land Development Agreement and all related documents are fully executed.
- M. It is understood, agreed upon and made a part hereof, and shall be a part of the Land Development Agreement, that the Agreement entered into between the Town and the Proposer and/or the Proposer's rights therein shall not be assigned, except to an entity formed by the Proposer for the purpose of entering into the Group Lease,, unless or until the Town shall have first assented thereto in writing, in its sole discretion.
- N. The Town reserves the right to modify any specifications and submission requirements associated with the proposal and the scope of the project.

#### **VIII. Selection Process**

The evaluation committee, consisting of the ~~Milton Affordable Housing~~ [Governor Stoughton Trust](#), will review and evaluate all proposals that have been received by the submission deadline based on the criteria outlined herein, and make a recommendation to the Select Board after determining which proposal is deemed the most advantageous and responsive proposal. Evaluation of the proposals will be based on the information provided in the Proposers' submissions in accordance with the submission requirements of this RFP and any interviews, references, and additional information requested and/or gathered by the Town.

**Commented [JEL15]:** AHT would be happy to join the GST as part of the evaluation committee

Each proposer must include sufficient supporting material to allow a meaningful and comprehensive evaluation of its proposal. The Town reserves the right to disqualify any proposal or response due to insufficient supporting or explanatory information, or to request additional supporting information. The Town may request additional information of one or

more proposers relative to a proposal or qualifications. Requests shall be in writing with the expectation of a written response within a specified time. Proposers may also be invited to appear before the evaluation committee and/or the Select Board. Failure to comply with this request will result in a rejection of the proposal at issue.

Following the receipt of any additional information requested of the proposers by the Town, if any, proposals will be evaluated and rated by the Town according to the comparative evaluation criteria set forth in this RFP. The Town will select the most advantageous proposal, taking into consideration all the evaluation criteria set forth in this RFP.

The Town will notify all Proposers in writing of its decision.

The Town reserves the right to reject any or all proposals or to cancel this Request for Proposals at any time if doing so is in the best interest of the Town.

#### **IX. Post Selection**

##### **Land Development Agreement and Ground Lease**

The proposer selected by the Town will be given exclusive rights to negotiate with the Town the terms of the Land Development Agreement (LDA) and the Lease of the property, which LDA and Lease will be substantially on the same terms as the LDA and Lease attached hereto as Attachment D. If, at any time, such negotiations are not proceeding to the satisfaction of the Town, in its sole discretion, then the Town may choose to terminate said negotiations. The Town may select another proposer with whom to initiate negotiations.

The selected proposer and the Town shall enter into the LDA within ninety (90) days from the date the proposer is notified of the award unless the Town extends the same, in its discretion. Once all conditions of the LDA are met, the Ground Lease will be finalized and endorsed.

##### **Chapter 30B Real Property Developments to Promote Public Purpose Requirements**

If the Town determines that the public purpose of the project is best met by leasing the property for less than fair market rental value, the Town will post a notice in the Central Register explaining the reasons for this decision and disclosing the difference between the fair rental value and the rent to be received. This notice will be published before the Town enters into any agreement with the selected developer.

## Attachments

- A. Comparative Evaluation Criteria
- B. Locus Map and Existing Conditions Survey
- C. Deed
- D. Draft Land Development Agreement and Ground Lease
- E. Housing Production Plan
- F. Bohler Reports: Due Diligence ~~and Watershed~~
- G. Conceptual Site Designs
- H. Price Proposal Form
- I. Certificate of Tax Compliance
- J. Certificate of Non-Collusion
- K. Disclosure Statement
- L. Certificate of Authority

**Commented [JEL16]:** The AHT did not believe that this constituted a watershed analysis & wants to potentially add Cliff Boehmer's study as an additional attachment



## ATTACHMENT A

### Comparative Evaluation Criteria: 165 Governor Stoughton Lane Milton, MA 02186

	Unacceptable	Advantageous	Highly Advantageous
<b>Developer Experience &amp; Capacity (Team)</b>			
<ul style="list-style-type: none"> <li>• Demonstrated experience as a principal or lead development officer in and capability for designing, permitting, developing, and managing similar residential projects.</li> <li>• Outcome of comparable projects</li> <li>• Property management experience with similar projects</li> <li>• The quality of the team's reputation and references, particularly in terms of its regulatory track record and ability to complete projects as proposed</li> <li>• Success in marketing approach, including affirmative fair housing marketing plans and lottery, meeting State requirements</li> </ul>	Development team members have only minimal experience in the development of projects with similar scope – including legal, design, development, financing, and management experience with rental housing.	Development team members have significant experience in the development of projects of similar scope – including legal, design, financing, affordable housing management. Energy efficient buildings are not part of standard approach. Past developments demonstrate good property management structure.	Development team members have extensive experience in the development of projects of similar scope – including legal, design, financing, affordable housing management. Energy efficient design is their standard approach to design and development. Past developments demonstrate excellent property management structure and professionalism.
<b>Affordability</b>			
Proposal meets a range of incomes. All the units must be restricted to households at or below 80% AMI	Less than 100% of the units are affordable to 80% AMI.	All units are affordable to 80% AMI	All the units are affordable to 80% AMI or below with the affordability ranging from 50% AMI to 80% AMI
<b>Site Design</b>			

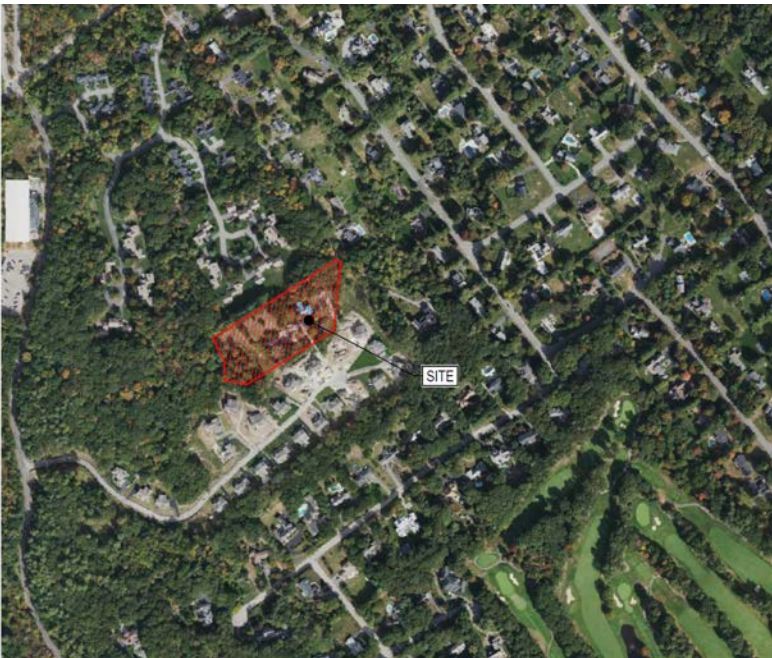
<ul style="list-style-type: none"> <li>• Thoughtful and efficient site design using the natural topography of the site as much as feasible.</li> <li>• Efficient, safe internal traffic flow</li> <li>• Underground utilities</li> <li>• Exterior lighting – minimal impact to neighbors and night sky</li> <li>• Landscape plan including within parking area includes native plantings and, when feasible, enhances rather than replaces existing vegetation.</li> <li>• Designated area for snow</li> <li>• Adequate parking and walkways for residents and visitors</li> <li>• Natural buffer to surrounding residential neighbors as required in the narrative (Section IV, Site)</li> <li>• Respects adjacent properties.</li> <li>• Provides programmed outdoor community gathering space for a variety of ages.</li> <li>• Includes bike racks.</li> </ul>	Proposal fails to meet the majority of the RFP criteria for site design.	The proposal meets some or all of the RFP site design criteria with thoughtful building siting, safe, efficient traffic flow, and maintains the natural buffers to surrounding neighborhoods, as required.	Proposal meets or exceeds all of criteria
<b>Infrastructure and Green Design</b>			
<ul style="list-style-type: none"> <li>• Underground utilities</li> <li>• Storm water management uses standards of low impact development.</li> <li>• Buildings are located for maximum solar potential.</li> <li>• Roof construction is “solar ready” (designed to support solar panels)</li> <li>• Meets green design standards for LEED, Passive House, or other comparable programs.</li> <li>• Provide charging station(s) for EVs.</li> </ul>	Proposal fails to meet a majority of the RFP criteria for infrastructure and green design	The proposal meets some of the RFP infrastructure and green design criteria	Proposal meets the or exceeds all of criteria

Building Design			
<ul style="list-style-type: none"> <li>• Conceptual design includes no more than 3 buildings.</li> <li>• Exterior is of high quality, while remaining compatible with local architectural design</li> <li>• Creative design that is cost effective and high quality.</li> <li>• Interior design and layouts meet a variety of household sizes, aesthetics, and resident mobility needs.</li> <li>• Finishes support durability and low maintenance for tenants</li> <li>• Construction maximizes soundproofing between units.</li> <li>• Provides community space for residents, preferably with kitchen facilities</li> <li>• Includes office space for management.</li> <li>• Provides storage space, either in basements or sheds</li> <li>• Prefer individual exterior space (patios or balconies)</li> </ul>	Design appears incongruous with local designs, interior layout does not meet a variety of household types and mobility needs, and does not comply with a majority of the RFP criteria	Design reflects or complements local designs, layout provides for a variety of household types and mobility needs, Complies with a majority of the RFP criteria and preferences	Design proposal articulates a creative development vision that is a cost-effective, energy efficient, attractive design that reflects and/or complements the local aesthetics and provides a variety of household types and mobility needs. Complies with all the RFP criteria and preferences
Financial Feasibility			
<ul style="list-style-type: none"> <li>• Adequacy of proposed budgets (development and operating)</li> <li>• Appropriateness of rents in relation to the market</li> <li>• Track record of securing proposed financing</li> <li>• Availability and likelihood of approval of proposed pre-development, construction, and permanent financing</li> </ul>	Proposal does not demonstrate an understanding of development costs and operating budgets for affordable housing and/or does not have a successful record of securing financing.	Proposal contains realistic development and operating budgets and evidence of success in securing necessary financing.	Proposal contains realistic development and operating budgets and evidence of a high degree of success in securing necessary financing and other sources of funding.

References, Site Visits, and Interviews			
<ul style="list-style-type: none"> <li>• A minimum of three references including references from all projects undertaken in the last 10 years</li> <li>• The evaluation committee may choose to visit proposers' completed projects.</li> <li>• The evaluation committee may require proposers to present their proposals. Presentations will not be scored.</li> </ul>	<p>Did not provide a minimum of 3 references, or references were poor and/or inadequate. Properties visited were in poor condition.</p>	<p>Strong references reflecting projects came in on time and within budget, good property management structure. Properties visited were in good condition, site layout was efficient, and buildings were well designed.</p>	<p>Strong references reflecting timely completion, excellent budget control, excellent property management structure and professionalism of developer. Properties visited were in great condition, site layout building design, and landscaping excellent, and use of energy efficient and durable materials.</p>

**Attachment B**

**Locus Map – 165 Governor Stoughton Lane Milton, MA 02186**





## **NEW MILTON ANIMAL SHELTER PLAN FOR GOVERNOR STOUGHTON SITE**

**Summary** [fill in when the rest is finished with the high points, advocating for approval – this is consistent with the AG and Probate Court-approved prior transaction with Pulte which monetized land to benefit the poor rather than using the land itself for the poor.]

### **Current Conditions**

The Milton Animal Shelter has existed on the Stoughton site since 1980. The current 2000 sf of building and sheds is dilapidated, without effective heat in winter or air conditioning in summer. The current shelter site is approximately 10,000 sf and next to the site is an approximately 17,000 sf pasture area used by the shelter for exercising dogs and meeting potential adopters. The pasture area has been in domestic animal use since the days of the Poor Farm, which existed here for approximately 100 years. The land currently used by the shelter, approximately 27,000 sf including the fenced in field, has been leased to the Town of Milton since 1980.

### **Proposal**

No change in use is proposed. No change in land ownership is proposed. The proposal is to build a new, fully-enclosed 4,000 sf building with climate controls on the portion of the Stoughton Trust land currently used as a pasture/dog run area. Construction of the building will be fully funded by the Milton Animal League.

MAL's funding includes a pledge of \$2.5M from the Copeland Foundation. In May, 2023 the Milton Town Meeting approved borrowing in the amount of \$700,000 for the new Milton Animal Shelter, as a contribution to the cost of site development. A legislative appropriation for the new animal shelter in the amount of \$40,000.00, to be used in this fiscal year, was received by the Town of Milton as well and is being used for current engineering and design expenses. In addition, recently a representative of anonymous donors has approached the Milton Animal League to discuss an additional commitment of \$2.5M for the animal shelter construction, with a condition that the Shelter is constructed on the current Stoughton location.

While other potential locations for a new animal shelter have been explored over many years, development of the best alternative location that was identified (referred to as the "Access Road site") still appears to be cost-prohibitive. This is based upon the most recent construction estimate of \$3.7m, and funds available of the \$2.5M Copeland Foundation grant, the Town's authorized borrowing of \$700,000 and the \$40,000 state appropriation (\$3,240,000.00). The project construction manager has advised that bids these days are not coming in lower than the estimated project costs. Even after the original proposed building was redesigned as a modular building and downsized to cut costs, the estimate exceeds the funds currently available, for the Access Road site.

The new donor funding offer gives the non-profit MAL the ability to build the sorely needed new shelter if it can remain on the Stoughton Trust land.

Affordable Housing is also proposed for the remaining Stoughton Trust land. The new shelter building will not impede development of the planned affordable housing.

### **Benefits to the Poor of Milton**

#### **Monetary:**

The primary value to the Stoughton Trust of the Town's lease of this site for shelter use will be monetary.

Option 1 - FMV lease payments, to be held in Trust by the Town and as a continuous revenue source to benefit the poor.

- The lease payments will be appropriated annually as part of the police budget, as they are now. The Milton Animal League is committed to providing the additional resources required for this purpose. The Milton Animal League supports its activities by fundraising, soliciting in-kind donations, and volunteer hours. The Town has provided an estimate of a FMV annual lease payment for the parcel of land shown on the conceptual site plan of \$\_\_\_\_\_.
- Note that the Town currently pays a nominal rent for leasing the land, some staffing, utilities and costs of building maintenance; that arrangement will continue with the new building.
- A lease to Town will allow continuation of building use by Town (Animal Control Officer and one staff person) and Milton Animal League and its volunteers.

Option 2 – A one-time, up-front payment by the Town for a 10-year lease, with provisions in the lease for term extensions and additional payments after the initial 10-year term subject to Town Meeting approval. The payment would be held by the Governor Stoughton Trust and used to benefit the poor – similar to the Pulte arrangement that monetized land for funds to benefit the poor. The Milton Animal League is committed to providing the additional resources required for this purpose.

#### **Other Benefits:**

The new shelter building is designed with a general-purpose meeting room. That room is to be used for meetings, education for the residents of Milton about animal care, and as a place for potential families to meet animals, and as a municipal building it will be made available for other public meetings and uses as available. The Animal Shelter will have a generator and could be used as a shelter in case of emergency.

The shelter design includes a room that could be equipped for occasional limited medical use when funds are available to equip the room. The Milton Animal League from time to time arranges for discounted veterinary services, for spaying and neutering and other needs. These services could be provided on a sliding fee scale depending on

income, with the needs of the poor of Milton prioritized. There are unlimited possibilities for increasing benefits to the poor once a new shelter building is constructed. For example, dog training classes could be provided free of charge, veterinary career training could be offered, a high school scholarship to a student interested in veterinary training could be offered, and emergency temporary shelter care for animals could be provided to poor, elderly residents who are hospitalized, or to families under extreme stress.

In the new, modern shelter the ability of the Town and MAL to provide assistance to the poor of Milton with their animals will be significantly enhanced.

See additional benefits to future residents of affordable housing on the Stoughton Trust site, below.

### **Zoning and Allowed Uses on Stoughton Site**

This land is in a Residence A District. The buildable lot size requirement is 40,000 sf and 150 feet of frontage. The proposal is to lease a much smaller parcel, about 17,000 sf, for this municipal use. The required acreage may be about the size of the existing paddock area, subject to preparing a final engineering site plan. The "lot" without any subdivision is the entire approximately 4 ½ acres remaining of Stoughton land, after subdivision for the Pulte development.

Municipal uses are allowed uses without any required zoning relief but must comply with dimensional requirements, including height and setbacks.

### **Impact and Benefit to Affordable Housing Proposed Use**

#### **Monetary:**

The animal shelter will not negatively impact or decrease the value of the remaining Stoughton Trust land or the surrounding neighborhood. When there were no longer poor residents housed here, after the state social service network replaced the Town's, the remaining poor farm buildings near the shelter were leased to tenants. Income from these rentals was held in the Stoughton Trust and used for the benefit of the poor. The affordable housing concept proposed for the Stoughton land will also be rental housing, not home ownership housing. Pulte's 23 expensive houses and the adjacent 55+ Quisset Brook market rate condominium community have all been built since 1980, while the animal shelter existed on the Stoughton Trust site. Developer Pulte did not discount the purchase price of lots because an animal shelter abutted – in fact, the Pulte purchase contract with the Town specifically acknowledged that the shelter would remain on the Stoughton Trust land.

There is no reasonable basis for concluding that the proposed location of the new animal shelter will lower the value of the remainder of the Stoughton Trust land or of adjacent property.



**Quality of Life:**

The new building will be completely enclosed and climate controlled, so will be even quieter than the current building that uses outdoor runs. The new building will be placed approximately as shown on the conceptual site plan, and the old shelter will be demolished, leaving contiguous space for affordable housing and providing appropriate setbacks for adjacent property.

**Other Benefits:**

Mental health benefits result when animals interact with humans. A number of Milton's low income and single elderly residents depend on and benefit from an animal for companionship but need significant assistance to continue that care and ownership. Although the specifics of particular situations are confidential, the Milton Animal Control Officer and other public safety officials in Milton including the Health Director can attest to this need.

Shelter volunteers range in age from teenagers to retired residents. The Governor Stoughton site is centrally located, across the street from the high school and within walking distance of many residents. High school students can fulfill their community service requirements by volunteering at the shelter.

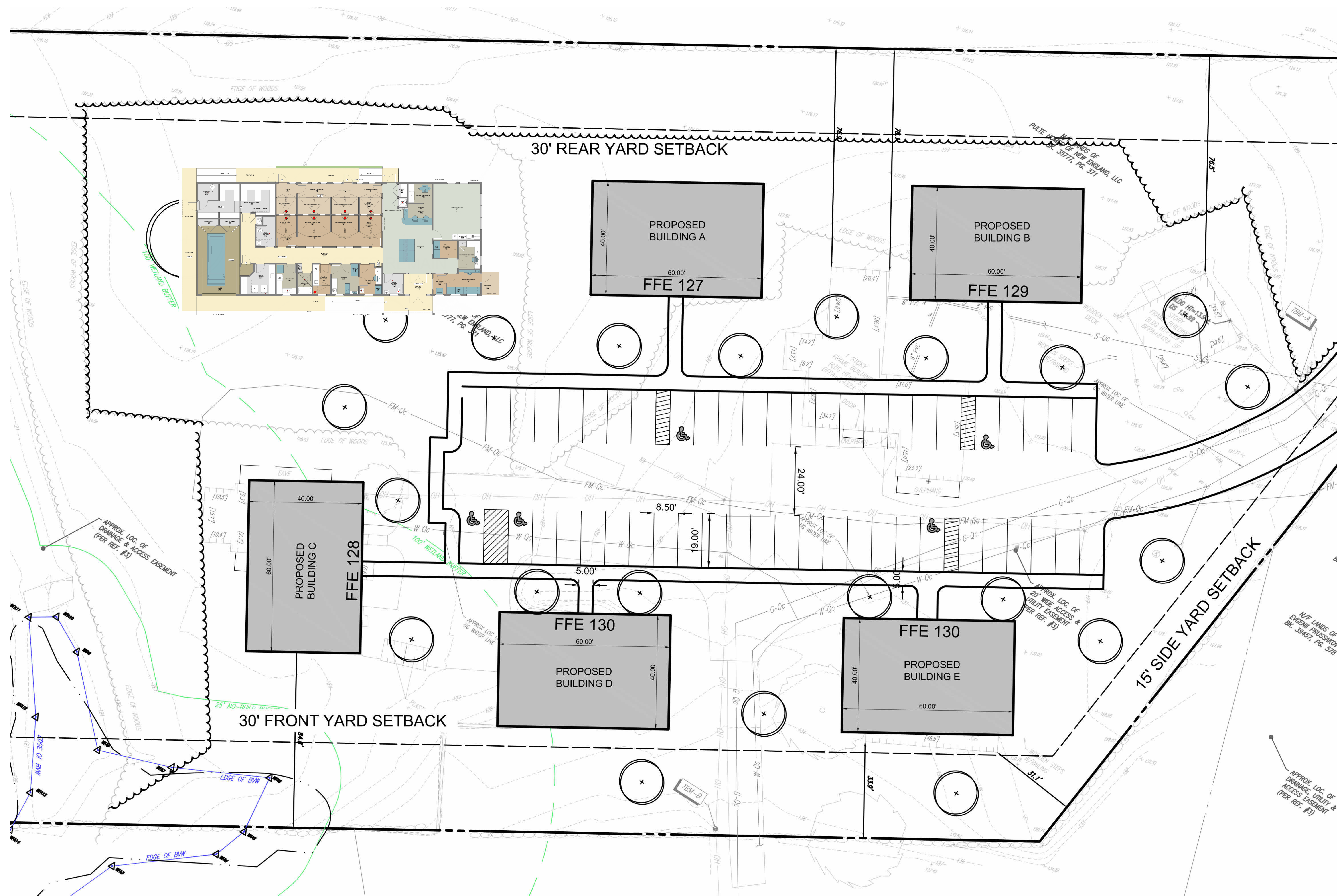
New rental housing at this site will have tenants of varying ages who will be very conveniently located for pedestrian access to visit the cats and dogs in the shelter, to use the shelter services and to volunteer.

**In Conclusion**

We have provided reasons why this animal shelter location will present unique opportunities to help low-income persons in the spirit of Governor Stoughton's Trust and will not negatively affect nearby affordable housing or neighbors to the site. A substantial amount of time will be required to develop a final plan for affordable housing at this site, whereas all that is required to be ready to send out an RFP for construction of the modular plan for the shelter is an engineering site plan for one portion of the Stoughton site. The Milton Animal League must act soon on an offer for a substantial donation of an additional \$2.5m which will make completion of this project possible, provided the shelter can be located at the Stoughton site.

We respectfully request that consideration be given to approving the use of the shelter site now, while plans continue to be developed for affordable housing that will co-exist on the site.







**Draft**

## **Trustees of the Governor Stoughton Trust Meeting Minutes**

**Meeting Date:** 4/11/2023

**Members in Attendance:** Arthur Doyle, Chair; Michael Zullas, Vice Chair; Richard G. Wells, Jr., Secretary; Roxanne Musto, Member; Nicholas Milano, Town Administrator and Lynne DeNapoli, Executive Administrative Assistant to the Select Board

**Guests:** Attorney Kevin Freytag, office of Town Counsel

**Meeting Location:** Remote-Zoom/Webinar

**Time Meeting called to Order:** 7:02PM

**Time Meeting Adjourned:** 9:19PM

### **1. Call to Order**

### **2. Pledge of Allegiance**

Chair Doyle called the meeting of the Trustees of the Governor Stoughton Trust to order at 7:03PM under Chapter Two of the Acts of 2023. The Chairman introduced the Members of the Trust and Staff and led the Pledge of Allegiance.

### **3. Public Comment**

No public comment

### **4. Discussion/Approval – Governor Stoughton Trust Financials**

Mr. McAuliffe, the Town Treasurer provided the Governor Stoughton Trustees and Mr. Milano with an updated financial report on the Trust Fund based on the last quarter ending, March 31, 2023.

Mr. Milano reviewed the financial report with the Trustees:

Starting balance: \$5,469,000

Transfer: -\$73,000

Ending balance \$5,396,000 (exceeds requirement of \$5,350,000 from land sale)

Available funds from interest: \$46,000

There are currently no funding requests before the Trustees.

### **5. Discussion/Approval-Town Farm Site**

#### **Town Farm structures status and condition**

Mr. Milano provided the Trustees an update on his ongoing conversations with Mr. Ritchie, Director of Consolidated Facilities, Fire Chief Madden and Building Commissioner Joseph Prondak regarding the condition of the Town Farm buildings. The assessment: the buildings are in tough shape and future use may not be likely.

The recommendation: fence off the structures, price for demolition and/or hire an architect to document the floor plans in order to replicate the structures. The costs would be absorbed by the

Governor Stoughton Trustees. Mr. Milano also noted that he will contact Mr. O'Donnell, Chair of the Milton Historical Commission and ask for his suggestions/feedback.

Mr. Milano did clarify that there were two buildings under review. The Pest House is structurally sound and on a new slab. The interior of the Pest House would need to be addressed.

The Trustees discussed the condition of the buildings and how best to proceed. The Trustees will request Consolidated Facilities and Inspectional Services to research cost estimates and provide details at the next quarterly meeting.

### **Animal Shelter Project Update and Site Selection**

Attorney Marion McEttrick, Counsel for the Milton Animal League joined the Trustees to discuss the Animal Shelter location proposals. Attorney McEttrick noted that the Animal Shelter and the Town of Milton have been offered a \$2.5 million matching grant from an anonymous donor. The donors have requested that the new shelter be built on the Governor Stoughton property, its current location.

Attorney McEttrick is requesting that the Trustees consider the Governor Stoughton property as an alternative site for the new Animal Shelter. The land for the potential location would be leased at a fair market rate.

The Trustees weighed the benefits of moving ahead to assess the Governor Stoughton property as an alternative location for the animal shelter. Trustees noted that the Attorney General's office would need to approve the request in order to move ahead.

Following a discussion, Ms. Bradley moved to ask Town Counsel with support from the Town Administrator and a representative of the Milton Animal League to contact the Attorney General's Charities Division to discuss the Animal Shelter location on Governor Stoughton Land. The motion was seconded by Mr. Zullas. The Trustees voted unanimously by roll call (5-0) to approve.

**ZULLAS: YES**  
**WELLS: YES**  
**BRADLEY: YES**  
**MUSTO: YES**  
**DOYLE: YES**

### **Affordable Inclusive Milton event regarding the Town Farm at Fuller Village on April 13<sup>th</sup> at 7PM**

Chair Doyle noted that Affordable Inclusive Milton will be hosting a presentation on April 13<sup>th</sup> at 7PM in the Function Room at Fuller Village entitled:

Milton's Town Farm: the Past, Present and Future. Guests speakers include: Tom Kelleher and Laura Shufelt. For more information or to register, please visit: [miltonaim.org](http://miltonaim.org)

### **Future Meeting dates-Next Quarterly Meeting Date**

The next quarterly meeting will be held in July 2023.

**7. Discussion/Approval- Meeting Minutes- January 10, 2023, January 18, 2023 and February 7, 2023**

Mr. Wells moved to approve the meeting minutes for January 10, 2023, January 18, 2023 and February 7, 2023 . The motion was seconded by Mr. Zullas. The Trustees voted by roll call (5-0) to approve the meeting minutes.

**ZULLAS: YES**

**WELLS: YES**

**BRADLEY: YES**

**MUSTO: YES**

**DOYLE: YES**

**8. Adjourn**

At 7:42PM, Mr. Zullas moved to adjourn. The motion was seconded by Mr. Wells. The Trustees voted by roll call (5-0) to adjourn.

**ZULLAS: YES**

**WELLS: YES**

**BRADLEY: YES**

**MUSTO: YES**

**DOYLE: YES**

Respectfully submitted by Lynne DeNapoli, Executive Administrative Assistant to the Select Board.

Documents

Meeting Minutes: January 10, 2023, January 18, 2023 and February 7, 2023